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A DIRECTORY
OF
OPPORTUNITIES FOR THE
VOCATIONAL TRAINING OF WOMEN
IN THE
STATE OF PENNSYLVANIA

Compiled by
MARY ELLIS THOMPSON
for the
Bureau of Information
Woman's Committee, Council of National Defense
(Pennsylvania Division)

PHILADELPHIA

February, 1919



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PREFACE

An important lesson which the last two years' experience has impressed upon our national consciousness is the value of knowing some one thing definitely and well. This has been emphasized by the action of the United States Department of Labor in urging men and women to enter into training for some definite work. Statistics have shown that during the war emergency the value to the nation of the trained worker was fifty per cent. higher than that of the untrained, a lesson which loses nothing of its force by the transition from war to peace.

"The work of reconstruction involves not so much new methods of dealing with our problems as a shifting of emphasis and new adaptations," writes a Pittsburgh expert in economic matters. For the past two years we have seen women doing many things which we had been accustomed to judging beyond her ability, endurance and strength. Women in the machine shops have qualified as operators of light and heavy punch presses, screw and milling machines and lathes; as runners of ore-crushers, sorters of scrap iron, nailers, riveters, wire-workers, acetylene welders and solderers of aircraft pontoons; their work has included calking and chipping, pipe-fitting and assembling; in the engineering shops they have taken the drafting rooms by storm—in short they have developed, in an endless variety of industrial and mechanical processes, an ability which has won unstinted commendation from employers in every field. Particularly are they now encouraged in continuing the operation of machines of delicate and complicated build, and processes requiring unusual dexterity and rapidity, as well as in the development of those higher branches of mechanical work from which their lack of training has hitherto excluded them.

Up to the time of the signing of the Armistice, the country was interested chiefly in the quantity and quality of women's work as a contribution to national efficiency. The era of reconstruction brings with it a changed point of view and a new responsibility. It is time for us now to consider this courageous and devoted service of women in relation to their own future welfare; what part of the experience gained may be useful in determining their future career; what we can do to help in conserving and developing the capacities evoked by this experience, and how women's scope of usefulness may thus be amplified and extended to meet the present need.

No less profoundly are we concerned with the future of those who have gladly borne the burden of labor in hospital, hut and canteen here and overseas; with that tireless and victorious army of women on the land; with those who have braved the dangers and disasters of war to help in restoring the devastated hearths of Belgium and France; with those of the so-called leisured classes whose horizon has been broadened and extended by whole-hearted response to their country's call to service. These women have put their hand to the plow and they cannot turn back. Many of them have manifested in their two years' hand to hand encounter with the ele-

mentary facts of life a strength and wisdom which, intelligently directed, should prove an increasingly valuable asset in the trying days to come. We shall have wounded and sick to be soothed and healed, poor to be counseled and befriended, children to be nourished, safeguarded and consoled, bridges to build, laws to be administered, cattle to be raised and corn to be sown when the glamour and excitement of warfare have passed away. We are now fairly launched upon that difficult period of readjustment of which President Wilson wisely said: "There will be urgent need not only for trained leadership in all lines of industrial, commercial, social and civic life, but for a very high average of intelligence and preparation on the part of all the people."

In preparing this directory the effort has been made to include the educational institutions of every county in the State which offer such opportunities as are here enlisted, and if any seem to have been overlooked it has not been for want of attention on the part of the compiler. Especial recognition is due to the helpfulness of Mrs. William Thaw, Jr., Chairman of the Allegheny County Division; and also to Miss Roberta M. West, Chairman of the Standing Committee on Nursing of the Pennsylvania Division of the Council of National Defense, to whom is owing the compilation of the entire main section on Nursing. Mention should also be made of the assistance rendered by the University of Pittsburgh, and of the unceasing kindness of Dean L. V. T. Simmons, of the State College in Center County.

If preference seems to have been given to courses requiring more than a year's study, it must be borne in mind that today the schools and colleges, with very few exceptions, admit special or partial students to instruction in a specified number of the subjects included in a regular curriculum. In many of the evening high schools pupils not having the time to devote to a two or three years' course are encouraged to take one year of study, which is arranged to afford a very satisfactory degree of proficiency in even that limited period.

A brief survey of this sort must be selective rather than inclusive, and many important branches of instruction have necessarily been omitted from this list. Teaching has been excluded for want of time and space to do justice to this very comprehensive subject. The fine arts have been touched upon only in their relation to the industries, and foreign languages have not been included as a separate subject because the question of where such instruction might be found does not seem to present any great amount of difficulty. Ordinary academic courses have naturally been excluded as not belonging in the category of vocational training.

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AGRICULTURE AND ALLIED SUBJECTS

Two-Year Course in Agriculture

PENNSYLVANIA STATE COLLEGE
State College

Subjects: First year: Subjects include special agricultural chemistry or agronomy, breeds of live stock, economic botany, farm dairying, animal or plant breeding, general horticulture, rhetoric, and electives chosen from the following: Stock judging, poultry, live-stock feeding, creamery butter-making, dairy cattle judging, herd books and pedigrees, farm forestry, general vegetable gardening, berry crops, greenhouse building. Second year: Farm problems, electives chosen from the following: Farm crops, farm management, soils, farm buildings, management of beef cattle, horses and mules, anatomy and physiology, poultry, farm meats, market milk, ice cream making, tree fruit culture, vegetables under glass, flower culture, farm and power machinery and farm motors, soil fertility, poultry farm management, dairy cattle feeding and management, etc.

Admission requirements: Sufficient preparation in secondary school subjects.

Minimum age: 18 years

Two years

Tuition: Free

Incidental fees: About \$50 per year plus laboratory fee

Short Winter Course in Agriculture

PENNSYLVANIA STATE COLLEGE
State College

Subjects: Soils, soil fertility, principles of breeding. Students may elect subjects from the following list: Cereal crops, hay and forage crops, farm management and accounts, farm machinery and buildings, gas engines and tractors, feeding of farm animals, live-stock management, judging market animals, judging breeding animals, poultry production, testing dairy products, judging dairy cattle, dairy cattle feeding and management, fruit growing, market gardening, plants and their diseases, vegetable forcing, the trees in the woodlot, the farm woodlot, etc.

Admission requirements: At the direction of the Dean. Personal interview required.

Credit: Record card certifying to work performed and degree of proficiency attained

Eight to twelve weeks

Expenses: Board, lodging and college fees: From \$75 to \$100

Four-Year Course in Agriculture

PENNSYLVANIA STATE COLLEGE
State College

Agronomy

PENNSYLVANIA STATE COLLEGE
State College

Subjects: First year: Subjects include botany, algebra, plant geometry, rhetoric, composition, chemistry, breeds of live stock, principles of dairying, French, German or Spanish. Second year: Agricultural bacteriology, carbon compounds, qualitative analysis, French, German or Spanish, geology, mechanics and heat, general agricultural chemistry, soils, genetics, horticulture, etc. Third year: Subjects include cereals, soils of the United States, soil mapping, commercial fruit growing, elementary zoölogy, hay, forage, fiber and root crops, farm and power machinery, farm motors, soil fertility, plant breeding, general entomology, farm practice, etc. Fourth year: Farm management, farm buildings and fences, stock judging,

AGRICULTURAL AND ALLIED SUBJECTS

crop production, animal nutrition, dairy management, principles of economics, political parties, etc.

Admission requirements: High school graduation or its equivalent

Credit: Leads to the degree of Bachelor of Science
Four years

Tuition: Free

Incidental fees: About \$50 per year, plus laboratory fee

Animal Husbandry

PENNSYLVANIA STATE COLLEGE

State College

Subjects: The first two years of this course are similar to those of the four-year State College course in Agronomy. Third year: Physiological chemistry, cereals, stock judging, herd books and pedigrees, anatomy and physiology, English and American economic history, elementary zoölogy, hay, forage, fiber and root crops, stock judging, diseases of farm animals, feeding, advanced animal breeding, animal nutrition. Fourth year: Management of beef cattle, horses and mules, poultry, dressing and curing meats, principles of economics, management of sheep and swine, political parties, electives.

Admission requirements: High school graduation or its equivalent

Credit: Leads to the degree of Bachelor of Science
Four years

Tuition: Free

Incidental fees: About \$50 per year, plus laboratory fee

Dairy Husbandry

PENNSYLVANIA STATE COLLEGE

State College

Subjects: First and second years: Same as for State College course in Animal Husbandry. Third year: Testing dairy products, dairy cattle judging, herd books and pedigrees, English and American economic history, elementary zoölogy, dairy bacteriology, electives. Fourth year: Market milk, principles of economics, dairy cattle feeding and management, dairy literature, political parties, electives.

Admission requirements: High school graduation or its equivalent

Credit: Leads to the degree of Bachelor of Science
Four years

Tuition: Free

Incidental fees: About \$50 per year, plus laboratory fee

Short Winter Course in Dairy Husbandry

PENNSYLVANIA STATE COLLEGE

State College

Subjects: A short course in dairy husbandry is incorporated in the eight weeks' winter course in Agriculture. Subjects include testing dairy products, judging dairy cattle, dairy cattle feeding and management, farm butter and cheese-making, dairy farm buildings and equipment, market milk and ice-cream making. (See short Winter Course in Agriculture, Pennsylvania State College.)

Horticultural Course

SCHOOL OF HORTICULTURE FOR WOMEN

Old Lime Kiln Road, Ambler

Subjects: Junior schedule: Fruit culture, floriculture, vegetable gardening, botany, chemistry, practical zoölogy, poultry or bee-keeping, school gardening, rural economy, canning, preserving, carpentry, soils and fertilizers, miscellaneous. Senior schedule: Fruit culture, floriculture, vegetable gardening, landscape gardening (elementary) and drafting, woody ornamentals, botany, practical zoölogy, soils and fertilizers, miscellaneous.

Admission requirements: High school graduation or its equivalent, or examination in the following subjects: English, mathematics, and any two of the following: French, German, Latin, physics, physiology, history. A certificate of health is also required. All students are accepted on six weeks' probation. Minimum age: 18 years

Credit: Diploma

Two years, beginning January

Tuition: \$150 per year

Incidental fees: \$50

Short Courses for the Land Army

SCHOOL OF HORTICULTURE FOR WOMEN
Old Lime Kiln Road, Ambler

Subjects: Captain's Course: Vegetable gardening, soils and fertilizers, farm crops, fruit growing, bees, poultry, business methods, floriculture, trees and shrubs, canning and preserving. Designed for heads of farm units in the Land Army.

Admission requirements: Medical certificate of health. No age limit
12 weeks, April to June, inclusive

Fee: \$65
Rental of tools, \$1
Note books, etc., \$5

Subjects: Lieutenant's Course: A selection of one or more subjects included in the Captain's Course, taken consecutively for ten weeks.

10 weeks, 5 days each week, April to June, inclusive

Tuition: Half day each week, \$8
Whole day each week, \$15

Horticulture

PENNSYLVANIA STATE COLLEGE
State College

Subjects: First year: Subjects include botany, algebra, plane geometry, rhetoric, composition, chemistry, breeds of live stock, principles of dairy-ing, French, German or Spanish. Second year: Agricultural bacteriology, carbon compounds, qualitative analysis, French, German or Spanish, geology, mechanics and heat, general agricultural chemistry, soils, genetics, horticulture, etc. Third year: Crop diseases, economic history, commercial fruit growing, plant breeding, home horticulture or commercial plant culture, horticultural literature, zoölogy, principles of vegetable gardening, spraying and pruning, elementary landscape gardening, entomology, etc. Fourth year: Farm crops, economics, vegetable forcing, fruit harvesting and marketing, horticultural entomology, political parties.

Admission requirements: High school graduation or its equivalent

Credit: Leads to the degree of Bachelor of Science
Four years

Tuition: Free
Incidental fees: About \$50 per year, plus laboratory fee

Landscape Gardening

PENNSYLVANIA STATE COLLEGE
State College

Subjects: This course is designed to provide a thorough foundation for professional work in gardening and the allied branches, and to prepare for the positions of expert plantsman, field superintendent of landscape construction, draftsman, or practicing landscape architect.

Admission requirements: High school graduation or its equivalent

Credit: Leads to the degree of Bachelor of Science
Four years

Tuition: Free
Incidental fees: About \$50 per year, plus laboratory fee

AUTOMOBILE DRIVING AND CARE

Automobile Engineering

PITTSBURGH SCHOOL IN AUTOMOBILE ENGINEERING
235 Collins Avenue, Pittsburgh

Subjects: Course A: Starting, lighting and ignition, gas mixture and cooling, motor assembling and testing, construction work and adjustment of carburetors, tire and tube repairing, general shop work, principles and practice of motor driving, etc. The average student completes this course in about six weeks, but is at liberty to continue or resume studies indefinitely.

Credit: Diploma

Tuition: \$75

Students may enter at any time

Day classes: 9 A.M.-3 P.M. daily; 9-12 S.

Evening classes: 7-9 P.M. M. W. and F.

Subjects: Course B: Six weeks' practical instruction in mechanical and classroom work, with ten driving and road lessons arranged not to conflict with shop work. Hours, same as for Course A.

Credit: Diploma

Tuition: \$65

Course C: Four weeks' course. Subjects and hours same as for Course B.

Credit: Diploma

Tuition: \$55

Day Course in the Automobile

SPRING GARDEN INSTITUTE
Broad and Spring Garden Streets, Philadelphia

Subjects: Component parts of a motor car, axles, bearings, transmissions and differentials, the gasoline engine, cams and cam shafts, firing order, carburetion, carburetors, principles of magnetism and electricity, etc. Instruction is followed by tests in the Electrical Appliance Laboratory, practical mechanical work in dismantling and reassembling the parts of an automobile, and one or more lessons on the road.

Credit: Certificate

Tuition: \$40

Three months, T. and F. 3 P.M.

Courses open September, January and April

Motor Mechanics Course

EAST LIBERTY YOUNG MEN'S CHRISTIAN ASSOCIATION
122 Whitfield Street, Pittsburgh

Three afternoons or three evenings a week, for 6 weeks

Tuition: \$15

Cost of books: \$1

Automobile Engineering

PITTSBURGH SCHOOL IN AUTOMOBILE ENGINEERING
235 Collins Avenue, Pittsburgh

Course A. *Subjects:* Starting, lighting and ignition, gas mixture and cooling, motor assembling and testing, construction work and adjustment of carburetors, tire and tube repairing, general shop work, principles and practice of motor driving, etc. The average student completes this course in about six weeks, but is at liberty to continue or resume studies indefinitely.

Credit: Diploma

Tuition: \$75

Students may enter at any time

Day classes: 9 A.M.-3 P.M. daily; 9-12 S.

Evening classes: 7-9 P.M., M. W. F.

AUTOMOBILE DRIVING AND CARE

Course B. *Subjects:* Six weeks practical instruction in mechanical and classroom work, with ten driving and road lessons arranged not to conflict with shop work. Hours, same as for Course A.

Credit: Diploma

Tuition: \$65

Course C. Four weeks' course. Subjects and hours same as for Course B.

Credit: Diploma

Tuition: \$55

Day Course in the Automobile

SPRING GARDEN INSTITUTE

Broad and Spring Garden Streets, Philadelphia

Subjects: Component parts of a motor car, axles, bearings, transmissions and differentials, the gasoline engine, cams and cam shafts, firing order, carburetion, carburetors, principles of magnetism and electricity, etc. Instruction is followed by tests in the Electrical Appliance Laboratory, practical mechanical work in dismantling and reassembling the parts of an automobile, and one or more lessons on the road.

Credit: Certificate

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122 Whitfield Street, Pittsburgh

Three afternoons or three evenings a week, for six weeks

Tuition: \$15

Cost of books: \$1

COMMERCIAL SUBJECTS

Accounting

EVENING SCHOOL OF ACCOUNTS AND FINANCE
University of Pennsylvania, Philadelphia

Subjects: First year: Commercial law, markets and prices, accounting, money and credit. Second year: Insurance, commercial law, corporation finance, accounting. Third year: Accounting, commercial law, investments, real estate.

Admission requirements: Accredited high school education or its equivalent. Minimum age: 18 years

Credit: Certificate of proficiency
M. Tu. W. and Th. evenings
Three years

Tuition: \$100 per year
Lecture forms, \$12 per year
Books, about \$5 per year

Accounting

YOUNG MEN'S CHRISTIAN ASSOCIATION OF PHILADELPHIA
1421 Arch Street, Philadelphia

Subjects: First year: The balance sheet, comparative balance sheet and profit and loss statement; the ledger, books of original entry, principles of debit and credit, proprietorship, methods of locating errors, treatment of inventories and appraisals, columnar accounts, adventure accounts, accounts current and their reconciliation, single entry, etc. Second year: Corporation accounting and finance, stock handling and dividends, bank and trust company accounting, stock brokers' accounts and records, cost accounting, etc. Third year: The technique of auditing, C. P. A. problems involving specific kinds of business, such as mining companies, insurance companies, real estate brokers, etc., investigation of concerns contemplating incorporation, amalgamation, the seeking of loans, etc.

Admission requirements: Completion of a regular high school or college course. Students or others over 18 years of age, and having some business experience are also admitted. Course is open to members of the Y. M. C. A. only. Membership fee for women, \$1

Credit: Diploma
Three years. Evening classes only
Terms begin in September and January

Tuition: First year, \$40
Second year, \$22
Third year, \$22

Advanced Accounting (preparing for the C. P. A. examination)

EVENING SCHOOL OF ECONOMICS, ACCOUNTS AND FINANCE
University of Pittsburgh, Pittsburgh

Subjects: Instruction in the elements and principles of accounting, auditing, accounting systems, cost accounting, public utilities accounting, investment accounting, tax reports and accounting, railroad accounting, elective courses in credits and collections, principles of business, business psychology, business English, French or Spanish. This is followed by a six months' review course and study of advanced problem work, in which C. P. A. problems of various states are solved and discussed.

Admission requirements: Fifteen units of work in an approved high school
Length of course: Normally about 3 years
Credit: Certificate

Tuition: \$65 per year
Review course: \$50

Advanced Accounting (preparing for the C. P. A. examination)

TEMPLE UNIVERSITY
Broad and Berks Streets, Philadelphia

Subjects: First year: Accounting, commercial law, real estate law, market prices and exchange, money, credit and banking, credits and collections,

principles of economics and economic problems. Second year: Accounting, commercial law, cost accounting, corporation finance. Third year: Accounting, commercial law, C. P. A. problems, auditing, business organization and bank accounting, or railroad problems and railway finance.

Admission requirements: High school graduation or its equivalent, or business experience sufficient to justify training. Minimum age: 18 years

Credit: Qualifies for the State Examination for certificate of Certified Public Accountant

Four evenings a week

Three years

Tuition: \$50 per term
Text books, \$8 to \$10, lecture notes, \$2.50

Post-Graduate Course in Practical Accounting (preparing for the C. P. A. examination)

YOUNG MEN'S CHRISTIAN ASSOCIATION OF PHILADELPHIA

1421 Arch Street, Philadelphia

Subjects: Intensive drill in the preparation of accounts and statements, analysis of accounting problems, preparation of accounting systems, and construction of audit reports. C. P. A. problems analyzed, explained and exemplified.

Admission requirements: Ability to handle the work. Open only to members of the Y. M. C. A. Membership fee for women; \$1.

Thursday evenings throughout the year, 7:45-9:45 P.M.

Tuition: \$22

Post-Graduate Course in Higher Accounting

LEECH'S ACTUAL BUSINESS COLLEGE

Greensburg, Indiana and Latrobe

Subjects: Corporation accounting, cost accounting, auditing, systematizing, etc. This course may be taken in either day or evening classes.

Admission requirements: Completion of a regular course in bookkeeping and accounting

Daily, 9 A.M.-4 P.M.

Evenings, M. W. and F., 7-9:30 P.M.

Length of course varies with pupils' ability

Tuition: Day, \$12 per month
Evening, \$6 per month

Special Courses in Higher Accounting

BECKLEY'S BUSINESS COLLEGE

Market Street, Harrisburg

BETHLEHEM BUSINESS COLLEGE

Third and New Streets, Bethlehem

DORNEY'S AMERICAN COMMERCIAL SCHOOL

Allentown

LANCASTER BUSINESS COLLEGE

48-50 North Queen Street, Lancaster

Evening Course in Higher Accounting

BANKS' BUSINESS COLLEGE

925 Chestnut Street, Philadelphia

Subjects: Theory of accounting, practical accounting, cost accounting, auditing, commercial law, conveyancing.

Three evenings per week, 7:15-9:15 P.M.

Tuition: \$16 per month

Practical Course in Banking

BANKS BUSINESS COLLEGE

919 Walnut Street, Philadelphia

Subjects: Theory and practice of bank bookkeeping; fundamentals of banking; organizing the bank; deposits and tellers; checks and their collection; the essentials in granting credit; foreign and domestic exchange;

COMMERCIAL SUBJECTS

money systems of the United States; funds and their uses; stocks, bonds, investments; commercial law and the operation of the new bank act.

Admission requirements: Satisfactory evidence of graduation from a high school in any State, or its equivalent

Credit: Certificate

Day school: four to five months

Night school: eight to ten months

Tuition: Day, \$16 per month

Night, \$6 per month

Special Courses in Banking

PHILADELPHIA CHAPTER, AMERICAN INSTITUTE OF BANKING
608 Chestnut Street, Philadelphia

Subjects: Elementary Course. Instruction in the elementary subjects needed as a foundation for successful financial work. For employees of banking houses in Philadelphia and its vicinity.

Admission requirements: Open to all members of the American Institute of Banking

Credit: Elementary certificate

Twenty-five evenings, Fridays, 7:30 to 9:30 P.M.

Course begins in October

Tuition: \$5. Text books: \$2.20

Subjects: Banking A. The next step after the Elementary Course. Subjects include medium of exchange, functions of money, history of United States coinage, paper money, monetary systems of the United States, value of money and prices, credit, origin and development of banking, functions of the bank, the National banking system, administration, deposits and depositors, the clearing house, domestic and foreign exchange, bank supervision, savings banks, trust companies, foreign banking systems, the Federal Reserve system, etc.

Twenty-five evenings, Mondays, 7:30 to 9:30 P.M.

Course begins in October

Tuition: \$7.50. Text books: \$2.25

Subjects: Banking B. For more experienced clerks. Subjects include corporation finance, security markets, stocks and their features, assignment, transfer and registration of securities, bonds and corporation notes, kinds of money used in the past, reserves, rediscounting and commercial paper, the credit department, supply and demand in foreign exchange, foreign exchange quotations, etc. This course also includes ten special evenings of work in trust company matters, covering the following subjects: functions of trust companies; the individual trust department; fiduciary acts of Pennsylvania; trust investments; accounting, trust department; the Orphans' Court, etc.

Twenty-five evenings, Wednesdays, 7:30 to 9:30 P.M.

Course begins in October

Tuition: \$7.50. Text book to be announced

Subjects: Negotiable Instruments Course. An intensive study of the Negotiable Instruments Act and its application to Pennsylvania.

Twenty-five evenings, Thursdays, 7:30 to 9:30 P.M.

Course begins in October

Tuition: \$7.50. Text book, about \$3.50

Students completing Banking A, Banking B, Negotiable Instruments and a Commercial Law Course, which will be given next year, will receive upon completion of the work, the Standard Institute Certificate. (This instruction is also given in the Pittsburgh, Harrisburg and Lancaster Chapters of the American Institute of Banking.)

Bookkeeping Course

WILKES-BARRE BUSINESS COLLEGE
Savoy Building, Wilkes-Barre

Subjects: Essentials of bookkeeping, the budget system, retail and wholesale work, commission business, cost accounting for manufacturing houses, American National Banking methods of accountancy, household book-

keeping, etc. The course also includes instruction in grammar, business English, punctuation, correspondence, spelling, commercial law and penmanship, and such specialties as adding machine work, journalizing, and rapid calculation.

Credit: Diploma

Day sessions: Daily except S., 9 A.M. to 3:30 P.M.

Evening sessions: M. Tu. and Th., 7 to 9 P.M.

Summer sessions: June, July and August

Tuition: Day, \$12.50 per month

Evening, \$5 per month

Bookkeeping Course

THIRTY-DAY BUSINESS COLLEGE

Parkway Building, Philadelphia

Subjects: Theory and practice in single and double entry bookkeeping, preparation of financial statements and balance sheets, opening and closing sets of books, discounting notes and drafts, commercial discounts, preparation of pay-rolls, code marking of goods, allocation of expenses, office routine, etc.

Credit: Diploma

Day sessions: Daily except S., 9 A.M. to 3:30 P.M.

Evening sessions: M. W. and F., 7:30 to 9:30 P.M.

Tuition: \$42, including cost of books

Bookkeeping and Shorthand Course

LANCASTER BUSINESS COLLEGE

Lancaster

Subjects: Junior and advanced bookkeeping, cost accounting, corporation accounting, salesmanship, business mathematics, banking, business correspondence, business law, rapid calculation, billing, shorthand or stenotypy, mimeographing, dictaphoning, business English, spelling and penmanship.

(For rates, hours of day and evening classes, admission requirements, etc., application should be made directly to the College.)

Special One-Year Bookkeeping Course

GROVE CITY COLLEGE

Grove City

Subjects: First term: Accounting, business English, penmanship, business arithmetic, commercial geography, physical training. Second term: Same subjects, with commercial law substituted for commercial geography. Third term: Accounting, business English, penmanship, business arithmetic, economics, physical training.

Admission requirements: High school graduation or its equivalent

(For further details, application should be made to the Registrar, Grove City College, Grove City, Pa.)

Business Administration

PIERCE SCHOOL OF BUSINESS ADMINISTRATION

Pine Street, west of Broad, Philadelphia

Subjects: Bookkeeping, banking, accounting, business management, arithmetic, penmanship, commercial law, business English and correspondence. business forms and customs, commerce and transportation, business economics, salesmanship, business building.

Admission requirements: Diploma from an approved high school, college, preparatory school, etc., or grading test of student's ability

Credit: Diploma

Average time: Four terms of ten weeks each (day)

Students received at any time

Tuition: \$50 per term

Approximate cost of text books, etc., \$14.50

COMMERCIAL SUBJECTS

Business Administration

CHURCHMAN BUSINESS COLLEGE
Fourth and Northampton Streets, Easton

Subjects: This course is designed for those who wish to become executives or administrators in business. Subjects include business organization, financing, accounting and auditing. The basic principles of the course are brought out through the science of accounts, enabling the student to understand the exchanges of value and their relation to a business.

Admission requirements: A good training in English
Credit: Diploma

Tuition: \$12 per month

General Business Course

EVENING SCHOOL OF ACCOUNTS AND FINANCE
University of Pennsylvania, Philadelphia

Subjects: First year: Commercial law, markets and prices, accounting, money and credit. Second year: Commercial law, insurance and Government regulation of business, advertising or corporation finance, business correspondence or accounting, or economics. Third year: Commercial law, accounting or Government regulation of business, investments or salesmanship, real estate or economics.

Admission requirements: An accredited high school education or its equivalent. Minimum age: 18 years

Credit: Certificate of proficiency
M. Tu. W. and Th. evenings
Three years

Tuition: \$100 per year
Lecture forms, \$12 per year
Books, about \$5 per year

Business Training Course

STONER'S INTER-STATE COMMERCIAL COLLEGE
439 Penn Square, Reading

Subjects: Bookkeeping, penmanship, arithmetic, rapid calculation, office practice, commercial law, correspondence, English, spelling, filing systems.

Admission requirements: A good English education. Minimum age: 14 years

Credit: Diploma
Daily, 8:45 A.M. to 4 P.M. Students admitted at any time
Average length of course: five to ten months

Tuition: \$10 per month

Business and Secretarial Course

GROVE CITY COLLEGE
Grove City

Subjects: This course is designed to give the student a thorough knowledge of the principles of bookkeeping, stenography, typewriting, economics, banking, commercial law, commercial geography, etc. A college course in English is incorporated in the course.

Admission requirements: Graduation from high school or its equivalent

Credit: Diploma
Two college years of four terms each

Tuition: Winter term of twelve weeks, \$29
Summer term of nine weeks, \$26

Commerce and Finance

PENNSYLVANIA STATE COLLEGE
State College

Subjects: First year: Bibliographical reference, French or German or Latin or Spanish, foreign classics in English, algebra, mathematics, plane trigonometry or Greek, composition, chemistry, free-hand drawing, analytical geometry or Greek, argumentation, etc. Second year: French or German or Spanish, Mediaeval and modern history, psychology or differential calculus, physics or geology or Greek, advanced composition,

COMMERCIAL SUBJECTS

logic or Greek, oral composition, electives. Third year: Economics, advertising and salesmanship, business law, accountancy, corporations, money and banking, European history, electives. Fourth year: Labor problems, credit and foreign exchange, United States and South American trade, scientific management, transportation problems, public finance, insurance, political parties, electives.

Admission requirements: High school graduation or its equivalent

Credit: Leads to the degree of Bachelor of Arts

Four years

Tuition: Free

Incidental fees: About \$50, plus laboratory fee

Commercial Course

DUFF'S COLLEGE

Penn Avenue and Stanwix Street, Pittsburgh
(Branches at Beaver, Beaver Falls, and McKeesport)

Subjects: Bookkeeping, accountancy, commercial law, spelling, rapid business calculation, elements of political economy, practical banking, business correspondence, cost accounting, corporation accounting, voucher system, business practice, business forms, business customs and usages, office detail, indexing and filing, salesmanship, business arithmetic, business ethics.

Admission requirements: A fair knowledge of the common English branches

Credit: Diploma

Students may enter at any time

Tuition: Day school, \$12.50 per month

Night school, \$6 per month

Commercial Course

SCRANTON-LACKAWANNA BUSINESS COLLEGE

Jefferson Avenue and Stanwix Street, Scranton

Subjects: Bookkeeping, commercial law, business writing, commercial arithmetic, business correspondence, spelling, rapid calculations, English grammar, business practice and customs, banking, modern business office practice, auditing, indexing, adding machine practice and coal accounting.

Credit: Diploma

School open all the year

Tuition: Day school, \$10 per month

Night school, \$5 per month

Commercial Course

STEVENS HIGH SCHOOL

Lancaster

Subjects: First year (required): English, general science, algebra, penmanship; (elective): Ancient history, drawing. Second year: English, mathematics, arithmetic, French, drawing, biology, mediaeval and modern history. Third year: English, bookkeeping, shorthand, typewriting, French, drawing, chemistry, English history. Fourth year: English, American history and civics, bookkeeping, shorthand, typewriting, commercial law, commercial correspondence.

Admission requirements: Grammar school graduation

Credit: Diploma

Four years

Tuition: Free

Four-Year Commercial Course

SCRANTON TECHNICAL HIGH SCHOOL

Scranton

Subjects: This course includes, in addition to the regular academic and commercial subjects, thorough training in household accounting, and the operation of listing and adding machines, ledger posting, and statement-writing machines, etc.

Admission requirements: Graduates of the English A grade in the Scranton Public Schools and holders of New York State Regent certificates are admitted without examination

Credit: Diploma

Tuition: Free to Scranton residents
For others, \$75 per year

COMMERCIAL SUBJECTS

Four-Year Commercial Courses

CARLISLE HIGH SCHOOL
Carlisle

CHAMBERSBURG HIGH SCHOOL
Chambersburg

EASTON HIGH SCHOOL
Easton

CENTRAL HIGH SCHOOL
Harrisburg

STEVENS HIGH SCHOOL
Lancaster

LEBANON HIGH SCHOOL
Lebanon

FRANKFORD HIGH SCHOOL
Oxford and Wakeling Streets, Frankford, Philadelphia

GERMANTOWN HIGH SCHOOL
Geimantown Avenue and High Street, Germantown, Philadelphia

KENSINGTON HIGH SCHOOL
Ambler and Cumberland Streets, Philadelphia

SOUTH PHILADELPHIA HIGH SCHOOL
Broad Street and Snyder Avenue, Philadelphia

WEST PHILADELPHIA HIGH SCHOOL
Forty-seventh and Walnut Streets, Philadelphia

WILLIAM PENN HIGH SCHOOL
Fifteenth and Wallace Streets, Philadelphia

POTTSVILLE HIGH SCHOOL
Pottsville

Special Two-Year Commercial Courses

CATHOLIC GIRLS' HIGH SCHOOL
Nineteenth and Wood Streets, Philadelphia

CHESTER HIGH SCHOOL
Chester

WILKES-BARRE HIGH SCHOOL
Wilkes-Barre

POTTSVILLE HIGH SCHOOL
Pottsville

Filing

PHILADELPHIA SCHOOL OF FILING
910 Chestnut Street, Philadelphia

Subjects: This course includes instruction in the theory and evolution of filing; modern equipment and supplies; office routine; distribution and collection of correspondence; alphabetic, numeric, alphabetic-numeric, and geographical filing systems; subject methods of filing; transferring methods; handling of manufacturing records, salesmen's reports; records, reports and correspondence of the insurance, real estate, banking and brokerage business; legal forms and documents; card-indexing, etc.

Admission requirements: Common school education at least
Credit: Diploma
One month. Day or evening classes

Tuition: \$30

Filing and Indexing

WANAMAKER INSTITUTE

Twenty-third and Walnut Streets, Philadelphia

Subjects: Principles of indexing and cross indexing, etc.; theory of filing and different methods used; use of the various signals, colored cards, etc.

Tu. and F., 7:45 to 9:45 P.M.
Three months

Tuition: \$10

Evening Course in Office Practice

WILLIAM PENN EVENING HIGH SCHOOL

Fifteenth and Wallace Streets, Philadelphia

Subjects: First year: Rapid calculation, office terms, spelling and dictation, penmanship, commercial papers, shipping, writing telegrams, Dun and Bradstreet, filing, use of phone, typewriter, scales, and small office machines. Second year: Machine work, largely individual; typewriters, duplicators, computing machines, dictaphone, telephone exchange, billing machine; practical office experience.

Admission requirements: First year: Completion of the eighth grade. Second year: Completion of one year of any business course offered in the William Penn Evening High School, or its equivalent

Credit: Certificate
Two years

Tuition: Free

Special One-Year Stenographic Course

GROVE CITY COLLEGE

Grove City

Subjects: First term: Stenography, typewriting, business English, composition and public speaking, penmanship, commercial law, physical training. Second term: Same subjects. Third term: Stenography, typewriting, business English, composition and public speaking, penmanship, business methods, physical training.

Admission requirements: High school graduation or its equivalent. (For further details apply to the Registrar, Grove City College, Grove City, Pa.)

Shorthand and Typewriting Course (Boyd System of Shorthand)

BOYD BUSINESS COLLEGE

531-535 Penn Avenue, Pittsburgh

Subjects: Shorthand, touch typewriting, English, business letter building, spelling, billing, filing, general office practice, including instruction in writing of telegrams, forms of specification, legal forms, tabulating, typewriter mechanism, letter-press copying, mimeographing, billing on the Elliott-Fisher machine.

Credit: Diploma

Day classes: Daily except S., 9 A.M. to 3:15 P.M.

Evening classes: M. W. and F., 7 to 9 P.M.

Tuition: Day, \$70

Evening, \$55

(These rates include books and stationery)

Shorthand and Typewriting Courses (Boyd System of Shorthand)

PHILADELPHIA SCHOOL OF OFFICE TRAINING

Sixteenth and Chestnut Streets, Philadelphia

Day and evening classes

THIRTY-DAY BUSINESS SCHOOL

Parkway Building, Philadelphia

Day and evening classes

Shorthand and Typewriting Courses (Graham System of Shorthand)

MISS CONLEY'S SCHOOL OF SHORTHAND

Highland Building, Pittsburgh
(Exclusively for women)

Day and evening classes

COMMERCIAL SUBJECTS

DORNEY'S AMERICAN COMMERCIAL SCHOOL
Allentown

Day and evening classes

DUFF'S COLLEGE

Penn Avenue and Stanwix Street, Pittsburgh
(Branches in McKeesport, Beaver, and Beaver Falls)

Subjects: Shorthand, spelling, English composition, amanuensis reporting, court reporting, correspondents' and private secretaries' duties, touch typewriting, care of machine, penmanship, multigraphing, mimeographing, billing, tabulating, indexing and filing, punctuation, typewriter dictation, paragraphing, capitalization, office detail, office machines and appliances.

Credit: Diploma
Day and evening classes
Pupils may enter at any time

Tuition: \$15 per month
Three months term: \$43
Six months term: \$84

LOCK HAVEN BUSINESS COLLEGE
Lock Haven

Day and evening classes

POTT'S SHORTHAND COLLEGE
Elliot Block, Williamsport

Day and evening classes

Shorthand and Typewriting Courses (Graham and Gregg Systems of Shorthand)

DUBOIS BUSINESS COLLEGE
Dubois

Subjects: Shorthand, typewriting, correspondence, spelling, grammar, punctuation, business forms, manifolding, multigraphing, neostyling and office practice.

Open all the year
Day and evening classes

Tuition: Day: First 5 months, \$12 per month
Each additional month, \$6
Evening: \$6 per month

Shorthand and Typewriting Courses (Graham and Gregg Systems of Shorthand)

THE MARTIN SCHOOL
Sixth Street and Duquesne Way, Pittsburgh

Day and evening classes

SCRANTON-LACKAWANNA BUSINESS COLLEGE
Jefferson Avenue and Linden Street, Scranton

Day and evening classes

Shorthand and Typewriting Courses (Graham and Pitman Systems)

BETHLEHEM BUSINESS COLLEGE
Third and New Streets, Bethlehem

Day and evening classes

Shorthand and Typewriting Courses (Graham, Gregg and Pitman Systems)

CARLISLE COMMERCIAL COLLEGE
Kronenberg Building, Carlisle

Day and evening classes

YOUNG MEN'S CHRISTIAN ASSOCIATION OF WILMERDING
Wilmerding

Evening classes only

Shorthand and Typewriting Courses (Graham, Gregg, Pitman and Speedwa Systems)

DAVIS SHORTHAND AND BUSINESS SCHOOL
Eleventh and State Streets, Erie

Day and evening classes

Shorthand and Typewriting Courses (Gregg System of Shorthand)

CHURCHMAN BUSINESS COLLEGE
Fourth and Northampton Streets, Easton

Day and evening classes

COMMERCIAL SUBJECTS

| | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|
| HAZLETON BUSINESS COLLEGE Hazleton | Day and evening classes |
| HOFF BUSINESS COLLEGE Warren | Day and evening classes |
| STONER'S INTER-STATE COMMERCIAL COLLEGE 439 Penn Square, Reading | Day and evening classes |
| LANCASTER BUSINESS COLLEGE 48 North Queen Street, Lancaster | |
| <i>Subjects:</i> Shorthand or stenotypy, typewriting, spelling, business English, business letter writing, penmanship, rapid calculation, filing, mimeo-graphing, dictaphoning and billing. | |
| Day and evening classes | <i>Tuition:</i> Day, \$8 per month Night, \$3.50 per month |
| LEECH'S ACTUAL BUSINESS COLLEGE Greensburg, Indiana and Latrobe | Day and evening classes |
| NEW CASTLE BUSINESS COLLEGE Dean Block, New Castle | Day and evening classes |
| SHAMOKIN BUSINESS COLLEGE Shamokin | Day and evening classes |
| TAYLOR BUSINESS SCHOOL Tenth and Market Streets, Philadelphia | Day and evening classes |
| WANAMAKER INSTITUTE Twenty-third and Walnut Streets, Philadelphia | Evening classes only |
| WAYNESBORO BUSINESS COLLEGE Waynesboro | Day and evening classes |
| WILKES-BARRE BUSINESS COLLEGE Savoy Building, Wilkes-Barre | Day and evening classes |
| YORK SCHOOL OF BUSINESS Rupp Building, Centre Square, York | Day and evening classes |
| Shorthand and Typewriting Courses (Gregg and Pitman Systems) | |
| BANKS BUSINESS COLLEGE 925 Chestnut Street, Philadelphia | Day and evening classes |
| PEIRCE SCHOOL OF BUSINESS ADMINISTRATION Pine Street, west of Broad | Day and evening classes |
| PHILADELPHIA BUSINESS COLLEGE 1017 Chestnut Street, Philadelphia | Day and evening classes |
| STRAYER'S BUSINESS COLLEGE 807 Chestnut Street, Philadelphia | |
| Shorthand and Typewriting Courses (Gregg, Paragon and Pitman Systems) | |
| WAYNE COMMERCIAL SCHOOL 907 Main Street, Honesdale | Day and evening classes |
| Shorthand and Typewriting Courses (Paragon System) | |
| DOUGLAS BUSINESS COLLEGE McKeesport | Day and evening classes |
| Shorthand and Typewriting Courses (Pitman System) | |
| PALMER BUSINESS SCHOOL 16 South Tenth Street, Philadelphia | Day and evening classes |

COMMERCIAL SUBJECTS

PALMS BUSINESS COLLEGE
1711 Chestnut Street, Philadelphia

Day and evening classes

PHILADELPHIA EVENING HIGH SCHOOLS

(Central, Northeast, South Philadelphia, West Philadelphia, William Penn), Philadelphia
Evening classes only

PITTSBURGH EVENING HIGH SCHOOLS

(Allegheny, Fifth Avenue, Peabody, South Hills, Junior Latimer and Schenley), Pitts-
burgh
Evening classes only

RANDALL SCHOOL

34 South Sixteenth Street, Philadelphia

Day and evening classes

STEIN BUSINESS COLLEGE

533 Chestnut Street, Philadelphia

Day and evening classes

WEST CHESTER BUSINESS SCHOOL

21 South Church Street, West Chester

Day and evening classes

Shorthand and Typewriting Courses (Spencerian System)

PARK INSTITUTE

8 North Avenue West, Pittsburgh

Day and evening classes

Secretarial Course

IRVING COLLEGE

Mechanicsburg

Subjects: First year: stenography and typewriting, penmanship, commercial arithmetic, English, Spanish, French or German; business methods, office practice, spelling, correspondence. Second year: advanced training in the same subjects, with the addition of bookkeeping.

Admission requirements: Adequate preparation in English
Credit: Certificate
Two years

Tuition: \$100 per year

Secretarial Studies

MARGARET MORRISON SCHOOL

Carnegie Institute of Technology, Pittsburgh

Subjects: First year: Physics, sewing, history, English, drawing and design, hygiene, physical training, chemistry, foods, accounts. Second year: Biology, English, history, foods, household sanitation, pottery, physical training, physiology, dietetics, dressmaking. Third year: Shorthand, typewriting, correspondence, economics, psychology, bookkeeping. Fourth year: Shorthand, typewriting, accounting, practice, commercial law, business organization, professional dictation, office practice.

Admission requirements: Certificate of graduation from an approved high or preparatory school, or by examination
Credit: Leads to the degree of Bachelor of Science
Four years

Tuition: \$25 per term

Secretarial Work for College Graduates

MARGARET MORRISON SCHOOL

Carnegie Institute of Technology, Pittsburgh

Subjects: First term: shorthand, typewriting, business correspondence, commercial law, bookkeeping. Second term: shorthand, typewriting, business methods, commerce, accounting or office training, business organization or methods of teaching. An intensive course, to be followed by six months' supervised professional experience.

Admission requirements: College graduation, or evidence of especial fitness for secretarial work
Credit: For college graduates, leads to the degree of Bachelor of Science
One year

Tuition: \$25 per term

Statistical Secretarial Course

DREXEL INSTITUTE
32nd and Chestnut Streets, Philadelphia

Subjects: Statistics, Government organization, commercial organization, English, mathematics, stenography and typewriting. An intensive course approved by the United States Civil Service Commission, and designed to prepare students for the following Government positions: clerk qualified in statistics, clerk qualified in business administration, schedule clerk.

Admission requirements: High school graduation, knowledge of stenography and type-writing, and one year's business experience

Credit: Certificate of proficiency
Four months

Tuition: \$85

Statistical Secretarial Course (for College Graduates)

DREXEL INSTITUTE
32nd and Chestnut Streets, Philadelphia

Subjects: Practically the same as for four months' course. An intensive and specific course of secretarial training, with emphasis placed on those subjects not included in the usual college course. Approved by the United States Civil Service Commission.

Admission requirements: College graduation

Credit: Leads to the degree of Bachelor of Science
One year

Tuition: \$145

Two-Year Junior College Course (Secretarial)

DREXEL INSTITUTE
32nd and Chestnut Streets, Philadelphia

Subjects: First year: English, physical education, stenography and type-writing, accounting and mathematics, commercial relations and commercial history. Second year: English, physical education, stenography, typewriting, statistical information, commercial organizations, filing, proof-reading, office appliances.

Admission requirements: Accredited High School graduation

Credit: Diploma
Two years

Tuition: \$145 per year

Secretarial Course

PEIRCE SCHOOL OF BUSINESS ADMINISTRATION
Pine Street, west of Broad, Philadelphia

Subjects: Bookkeeping, banking and business practice, arithmetic, penmanship, commercial law, business English, business forms and customs, commerce and transportation, shorthand (Pitman or Gregg), typewriting, billing and filing, copying, office devices and practice, business correspondence.

Admission requirements: Certificate of graduation from an approved college, high or preparatory school, etc., or graded test of student's ability

Credit: Diploma

Average time: Five terms of 10 weeks each (day)

Students received at any time

Tuition: \$50 per term

Approximate cost of text-books, etc.: \$20

Secretarial Course

CHURCHMAN BUSINESS COLLEGE
Fourth and Northampton Streets, Easton

Subjects: Bookkeeping, shorthand, correspondence, spelling, practical grammar, typewriting, penmanship, rapid calculation, arithmetic, punctuation, filing and office practice, commercial geography.

Credit: Diploma

Every week-day, except Saturday, 9 A.M.-3:30 P.M.

Evening classes: M. W. and F. 7:15-9:15 P.M.

Students may enter at any time. Length of course varies with student's ability

Tuition: Day sessions, \$12 per month

Evening sessions, \$5 per month

Secretarial Course

PARK INSTITUTE
8 North Avenue West, Pittsburgh

Subjects: Theory of accounts, single and double entry bookkeeping, Spencerian shorthand, typewriting, billing, tabulating, addressing, filling-in, telegrams, legal forms, transcribing shorthand notes and copy work, use of the multigraph, neostyle, schapirograph, dictaphone, filing and office work.

Credit: Diploma
Average length of course: 7 to 9 months
Students may enter at any time

Tuition: Day, \$11 per month
Evening, \$5 per month

Secretarial and Business Course

JUNIATA COLLEGE
Huntingdon

Subjects: Fall term: Shorthand, typewriting, bookkeeping, calculation, orthography, penmanship. Winter term: Shorthand, typewriting, bookkeeping, business arithmetic, correspondence. Spring term: Shorthand, typewriting, commercial law, office training.

Admission requirements: High school graduation or its equivalent
Credit: Diploma
One year

Tuition: \$24 per term

Stenotyping Courses

BECKLEY'S BUSINESS COLLEGE
Market Square, Harrisburg

DORNEY AMERICAN COMMERCIAL SCHOOL
Seventh and Hamilton Streets, Allentown

HAZLETON BUSINESS COLLEGE
Hazleton

HOFF BUSINESS COLLEGE
Warren

LANCASTER BUSINESS COLLEGE
48 North Queen Street, Lancaster

NEW CASTLE BUSINESS COLLEGE
New Castle

POTTSVILLE BUSINESS COLLEGE
Pottsville

SCRANTON-LACKAWANNA BUSINESS COLLEGE
Jefferson Avenue and Linden Street, Scranton

SHAMOKIN BUSINESS COLLEGE
Shamokin

STRAYER'S BUSINESS COLLEGE
807 Chestnut Street, Philadelphia

WILKES-BARRE BUSINESS COLLEGE
Wilkes-Barre

YOUNG MEN'S CHRISTIAN ASSOCIATION OF PHILADELPHIA
1421 Arch Street, Philadelphia

Intensive Course in Typewriting

YOUNG MEN'S CHRISTIAN ASSOCIATION OF PHILADELPHIA
1421 Arch Street, Philadelphia

Subjects: An intensive course in touch typewriting to prepare students for Government positions. Afternoon and evening classes. Students take the Civil Service test at the end of the course.

Tuition: \$15

M. W. and F. for 7 weeks, 7:30-9 P.M.

Civil Service Courses

(Special training in preparation for Municipal, State or National Civil Service examinations)

BANKS BUSINESS COLLEGE
925 Chestnut Street, Philadelphia

BECKLEY'S BUSINESS COLLEGE
Market Square, Harrisburg

BETHLEHEM BUSINESS COLLEGE
Third and New Streets, Bethlehem

CARLISLE COMMERCIAL COLLEGE
Carlisle

DAVIS SHORTHAND AND BUSINESS SCHOOL
Eleventh and State Streets, Erie

DORNEY AMERICAN COMMERCIAL SCHOOL
Seventh and Hamilton Streets, Allentown

DOUGLAS BUSINESS COLLEGE
McKeesport, Charleroi and Connellsville

DUBOIS BUSINESS COLLEGE
DuBois

DUFF'S COLLEGE
Penn Avenue and Stanwix Streets, Pittsburgh
(Branches in Beaver, Beaver Falls, and McKeesport)

HAZLETON BUSINESS COLLEGE
Hazleton

LANCASTER BUSINESS COLLEGE
48 North Queen Street, Lancaster

LEECH'S ACTUAL BUSINESS COLLEGE
Greensburg, Indiana and Latrobe

NEW CASTLE BUSINESS COLLEGE
New Castle

PALMS BUSINESS COLLEGE
1711 Chestnut Street, Philadelphia

PEIRCE SCHOOL OF BUSINESS ADMINISTRATION
Pine Street, west of Broad, Philadelphia

SCRANTON-LACKAWANNA BUSINESS COLLEGE
Jefferson Avenue and Linden Street, Scranton

SHAMOKIN BUSINESS COLLEGE
Shamokin

TAYLOR BUSINESS SCHOOL
1002 Market Street, Philadelphia

WILKES-BARRE BUSINESS COLLEGE
Wilkes-Barre

YORK SCHOOL OF BUSINESS
Rupp Building, Centre Square, York

ZETH SCHOOL
Altoona

DRAFTING AND TRACING, ETC.

Architectural Drafting and Design

PENNSYLVANIA SCHOOL OF INDUSTRIAL ART
Broad and Pine Streets, Philadelphia

Subjects: Instrumental drawing; the orders of architecture after Vignola, and from the Greek; shades and shadows; wash drawings; elements of design; criticisms of design; academic rendering; planning; perspective; elements of landscape architecture, etc.

M. Tu. and W. 7:30-9:30 P.M.

Tuition: \$15 per year of 6 months

Architectural Drawing

CENTRAL EVENING HIGH SCHOOL
Broad and Green Streets, Philadelphia

Subjects: First year: Use of instruments; projection and intersection applied to architectural subjects; making and reading of plans; elevations and sections; construction details. Second year: Elements of mouldings and the orders; shades and shadows; perspective; rendering. (Prerequisite to this year's work: satisfactory knowledge of freehand drawing.) Third year: Advanced study of the Orders; original problems in design. (Prerequisite to this year's work: satisfactory knowledge of freehand drawing.)

Admission requirements: Completion of elementary school work or its equivalent

Credit: Certificate
Three years

Tuition: Free

Architectural Drawing (including Plan Reading and Estimating)

WANAMAKER INSTITUTE
Twenty-third and Walnut Streets, Philadelphia

Subjects: The drawing, specification writing, and reading or interpretation of architectural drawings; methods of architects, their abbreviations, signs, indications and names of materials shown and specified; estimating and taking off of quantities from architectural drawings, for excavation, masonry, brockwork, concrete (plain and reinforced), lumber, millwork, roofing, structural steel, etc.

M. W. and F. 7:45-9:45 P.M.
Six months

Tuition: Architectural drawing, \$181
Plan reading and estimating, \$15

Evening Courses in Architectural Drawing

NORTHEAST EVENING HIGH SCHOOL
Eighth Street and Lehigh Avenue, Philadelphia

SOUTH PHILADELPHIA EVENING HIGH SCHOOL
Broad and Jackson Streets, Philadelphia

TEMPLE UNIVERSITY
Broad and Berks Streets, Philadelphia

WEST PHILADELPHIA EVENING HIGH SCHOOL
Forty-seventh and Walnut Streets, Philadelphia

Architectural Plan Reading

YOUNG MEN'S CHRISTIAN ASSOCIATION OF PHILADELPHIA
1421 Arch Street, Philadelphia

Subjects: Subjects include instruction in the use of drawing instruments; lines, surfaces, lettering, etc.; technical drawings of geometric figures; application of principles to practical work; scale drawings of simple prisms of various types, enabling the student to become familiar with the architect's scale rules; proportioning and proper architectural presentation of various prisms; scale drawings of room plan and finishing, with instruction in planning procedure; scale elevations and sections of walls; details of architectural features, etc. This course, the work of which consists principally of drawing, is designed to enable the student to comprehend architectural drawings.

Admission requirements: Grammar school education
Tu.-F. 7:45-9:45 P.M.

Tuition: \$22 for the course of 32 weeks

Architectural and Mechanical Drawing

WILKES-BARRE HIGH SCHOOL
Wilkes-Barre

Blueprint Reading

THE DAVIS SCHOOLS
1031-1033 State Street, Erie

Subjects: Geometrical drawing, projections and developments; reading of assembly and working drawings; hints on laying out; laying out spur gears, bevel gears; simple gear calculation; the worm and worm wheel; sketching freehand, etc.

Credit: Diploma
Three to seven months
Evening classes only

Tuition: \$50

Blue-print Reading Course

WANAMAKER INSTITUTE
Twenty-third and Walnut Streets, Philadelphia

Subjects: A practical course in the reading of mechanical drawings, including talks on drafting room practice; the relation of the drafting room to the shop; shop methods and the interpretation of drawings, etc.

One year

M. and W. (also Tu. and Th. if desired) 7:45-9:45 P.M.

Tuition: \$24

Blue-print Reading

YOUNG MEN'S CHRISTIAN ASSOCIATION OF PHILADELPHIA
1421 Arch Street, Philadelphia

Subjects: Course for shipbuilding work, showing the relationship of the different lines of shipbuilding to the finished product; teaching how the drawings must be checked and the checking of materials. It covers the blue print of the ship from the time of the laying of the keel to the launching of the ship.

Eight weeks

Tuition: \$8

Intensive One-Term Courses in Blue-printing

NORTHEAST EVENING HIGH SCHOOL
Eighth and Lehigh Avenue, Philadelphia

WEST PHILADELPHIA EVENING HIGH SCHOOL
Forty-seventh and Walnut Streets, Philadelphia

Mechanical Drawing

WANAMAKER INSTITUTE

Twenty-third and Walnut Streets, Philadelphia

Subjects: First year: Use of instruments, scales and triangles; the purpose and application of the work; lettering, geometrical problems, shading, projection, intersection and development; laying out of patterns for sheet metal work. Second year: The helix, screw threads, machine detail and assembly drawings for small mechanisms, proportionate design. Third year: Cycloid and involute curves, spur gears, racks, miter, bevel, worm and spiral gearing; development of various kinds of cams; machine motions. Fourth year: Drafting room and shop mathematics; practical application of principles covered heretofore, in the drawing, assembly, and detail of a machine.

Credit: Diploma
Tu. and Th. 7:45-9:45 P.M.
Four years

Tuition: \$15 per year
Students are required to furnish instruments, triangles, scales, etc.

Mechanical Drawing

FRANKLIN INSTITUTE SCHOOL OF MECHANIC ARTS

15 South 7th Street, Philadelphia

Subjects: First year: Drawing tools and their manipulation, lettering, sectioning, problems in projection, true and conventional sections, drawing to scale, geometrical problems used in machine construction, intersections and developments, triangulation development, detail and assembly drawings of speed lathe, specifications, tracing, reading blue prints, etc. Second year: Making detail and assembly drawings from sketches (valves, injectors, steam cylinder, etc.), gearing, sketching machines and machine parts, making tracings and blue prints.

Admission requirements: An elementary school education

Credit: Certificate
Two years, beginning September
Courses begin every two years

W. and F. evenings, 7:15-9:15
Tuition: \$10 per year
Books and supplies, approximately \$8

(Only the first-year instruction will be given during the present year)

Mechanical Drawing

YOUNG MEN'S CHRISTIAN ASSOCIATION OF OIL CITY

Oil City

Subjects: Elementary or advanced work in mechanical drawing; special individual instruction.

Credit: Pennsylvania State College Certificate of Recognition
M. and Th. evenings, beginning November

Tuition: \$5

Mechanical Drawing

YOUNG MEN'S CHRISTIAN ASSOCIATION OF WILMERDING

Wilmerding

Subjects: First year: Drawing of machine parts, sketching, simple geometric figures, and reading of working drawings. Second year: Assembly drawings; more difficult detailings; geometric problems; designs of small tools and special work. Third year: Machine design; cams and cam movements; use of handbooks; design of air reservoirs, flywheels, bearings, etc.

Three years

Tuition: \$8 per term
Evening classes only

Mechanical Drawing

LEBANON HIGH SCHOOL

Lebanon

Subjects: Lettering, geometric construction, simple projections; construction and machine details; tracing, blue print, original construction, etc.

Admission requirements: This course is open to special students. (For details, application should be made to the principal of the school)

Evening Course in Mechanical Drawing

TEMPLE UNIVERSITY
Broad and Berks Streets, Philadelphia

Subjects: First year: Algebra, geometry, mechanical drawing (use of instruments; making detail drawings from blue prints; freehand lettering). Second year: Algebra, solid geometry, mechanical drawing (assembly and detail drawings from blue prints; tracings; sketches of machine parts; drawings from sketches made by students; details from commercial blue prints, trigonometry).

Admission requirements: Ability to carry on the work of the course
Credit: Diploma for Mechanical Drawing
Two years

Tuition: \$30 per year

Mechanical Drawing (including Shop Mathematics)

YOUNG MEN'S CHRISTIAN ASSOCIATION OF PHILADELPHIA
1421 Arch Street, Philadelphia

Subjects: First year: Mechanical drawing with shop arithmetic. Thorough grounding in the principles of projection and drafting room practice; lettering, dimensioning of drawings; correct projectioning and relation of views. Subjects include simple projection, drawings of inclined objects, screw threads and bolts, conic sections, intersections and developments and drawing from objects.

September to May

Tuition: \$12 for course of 32 weeks
M. and Th. evenings, 7:45-9:45

Subjects: Second year: Mechanical drawing with shop arithmetic. Making of drawings under conditions such as are encountered in the drafting room; assembly drawing from rough sketches; details of construction; dimensioning; assembly and details of a screw jack; adjusting table, and iron fore plane, etc.

September to May

M. and Th. evenings, 7:45-9:45
Tuition: \$12 for course of 32 weeks

Subjects: Machine design and advanced drawing. Problems in the design of gears and cams, engine and machine parts in general; jigs and reproducing machines; drawings of the designed parts, including bevel gears, trucks, small engines, from specifications.

September to May

M. and Th. evenings, 7:45-9:45
Tuition: \$22 for course of 32 weeks

Mechanical Drawing

DREXEL INSTITUTE
Thirty-second and Chestnut Streets, Philadelphia

Subjects: First year: Elementary exercises in mechanical drawing. Second year: Intermediate exercises and practical applications. Third year: Advanced practical work in the preparation of working drawings, tracings, and blue-prints from machine sketches made by students; drawing-room practice; machine design.

Admission requirements: Grammar school education

M. and W. or Tu. and Th. 7:30-9:30 P.M.
Three years

Tuition: \$15 per year
Additional fees: \$8
(Unused balance returned at end of year)

Mechanical Drafting and Tracing

CARNEGIE INSTITUTE OF TECHNOLOGY
Pittsburgh

Daily except S. 9 A.M.-4 P.M.

(For further particulars of this course, application should be made to Prof. John T. Hawthorne, Carnegie Institute)

Drafting and Tracing

PITTSBURGH EVENING HIGH SCHOOLS
(Allegheny, Fifth Avenue, Peabody, South Hills, Latimer Junior, and Schenley High Schools), Pittsburgh

Subjects: Unit courses of eighty hours each, including elementary principles and practice of mechanical drawing; tracing from copy and notes; blue printing; reading of drawings; skilled use of drafting instruments, etc.

Admission requirements: Graduation from elementary school and employment by day

Credit: Part of evening high school course, or certificate of unit credits

Evening classes only

Tuition: Free to all residents properly qualified.

All supplies furnished excepting drafting instruments

Mechanical Drafting

SPRING GARDEN INSTITUTE
Broad and Spring Garden Streets, Philadelphia

Subjects: First year: Use of instruments, geometric construction, principles of orthographic projection, dimensioning and lettering, etc. Second year: Freehand sketching on cross-section paper, measurements, detailed shop drawing and tracing. Third year: Working drawings of ratchet and pawl, sprockets and chains; cams, both radial and cylindrical; curves used in the construction of gear teeth, etc.

Admission requirements: Applicant must be over 16 years old

Credit: Diploma

Tuition: \$7.50 per year, plus cost of materials and instruments

Three years

M. and Th. evenings, 7:30-9:30

Mechanical Drawing

CENTRAL EVENING HIGH SCHOOL
Broad and Green Streets, Philadelphia

Subjects: First year: Use of instruments; geometric problems; projections and intersections; lettering; small machine details. Second year: Shop drawing of machine details; conic sections; gearing; sheet metal draughting; screw threads and cams. Third year: Machine parts sketched and drawn to scale; engine details and diagrams; assembled drawings.

Admission requirements: Completion of an elementary school course or its equivalent

Credit: Certificate of work completed

Three years

Tuition: Free
Students must supply their own instruments

Evening Courses in Mechanical Drawing

JOHNSTOWN EVENING HIGH SCHOOL
Johnstown

NORTHEAST EVENING HIGH SCHOOL
Eighth Street and Lehigh Avenue, Philadelphia

SOUTH PHILADELPHIA EVENING HIGH SCHOOL
Broad and Jackson Streets, Philadelphia

WEST PHILADELPHIA EVENING HIGH SCHOOL
Forty-seventh and Walnut Streets, Philadelphia

Mechanical Drawing

GROVE CITY COLLEGE
Grove City

(For details of this course, application should be made to the Registrar, Grove City College)

Mechanical Drawing and Descriptive Geometry

PENNSYLVANIA STATE COLLEGE
State College

WESTMINSTER COLLEGE
New Wilmington

(For details of these courses, application should be made directly to the Colleges)

Mechanical and Structural Drawing

WEST BRANCH, Y. M. C. A. OF PHILADELPHIA
52nd and Sansom Streets, Philadelphia

Subjects: Development of the more complex types of prints for architectural and structural work.

Evening courses only
Courses begin in September and January

Tuition: \$12 for a 34 weeks' course
Tu. and Th. 7:30-9 P.M

Drawing and Machine Design

THE DAVIS SCHOOLS
1031-1033 State Street, Erie

Subjects: Geometrical drawing; projections, intersections, development of surface; gear constructions; machine elements; machine design; advanced mathematics (optional).

Credit: Diploma
Evening classes only

Tuition: \$100

Evening Course in Machine Design

TEMPLE UNIVERSITY
Broad and Berks Streets, Philadelphia

Subjects: First and second years: Same as for evening course in Mechanical Drawing. Third year: Work in machine design, explanatory and informal lectures on machine design; elementary strength of materials.

Admission requirements: Evening course in Mechanical Drawing or its equivalent
Credit: Diploma
Three years

Fee: \$30 per year

ENGINEERING COURSES

Chemical Engineering

GROVE CITY COLLEGE
Grove City

Subjects: First year: General chemistry, general physics, mathematics, language, mechanical drawing. Second year: Qualitative analysis, analytical geometry, geology, English, differential calculus, organic chemistry, quantitative analysis, integral calculus. Third year: Advanced mechanics, physical chemistry, industrial chemistry, Bible, psychology, advanced heat, advanced electricity, logic. Fourth year: Food chemistry and organic analysis, English literature, Bible, research.

Admission requirements: Completion of a full four-year course in an approved high school
Credit: Leads to the degree of Bachelor of Science in Chemical Engineering

Tuition fees: Winter terms of 12 weeks, \$29 per term
Summer term of 9 weeks, \$26 " "
Laboratory fee extra

Four college years of 4 terms each

Chemical Engineering

SWARTHMORE COLLEGE
Swarthmore

Subjects: First year: Algebra, solid geometry, trigonometry, differential calculus, shop work, engineering drawing, English composition, English literature, general inorganic chemistry. Second year: Analytical and descriptive geometry, qualitative analysis, general physics, shop work, empirical design, materials of construction, surveying, foreign languages, etc. Third year: Advanced physics, German or French, quantitative analysis, organic chemistry, history of economics, direct current theory. Fourth year: Electro chemistry, assaying, history or economics, advanced organic chemistry, scientific German, Bible study, electives, etc.

Admission requirements: Graduation from an acceptable four years' high school course or its equivalent

Credit: Leads to the degree of Bachelor of Arts
Four years

Tuition: \$175 per year, plus laboratory fees

Chemical Engineering Courses

BUCKNELL UNIVERSITY
Lewisburg

UNIVERSITY OF PITTSBURGH
Pittsburgh

Civil Engineering

BUCKNELL UNIVERSITY
Lewisburg

Subjects: Higher algebra, drawing, French or German, or Spanish or Italian, trigonometry, analytical geometry, rhetoric, oratory, shop work. Second year: Chemistry, surveying, differential calculus, descriptive geometry, geodesy, shop work, integral calculus, railroad surveying. Third year: Mechanics, strength of materials, roads and pavements, physics, masonry, metallurgy, architectural design, geodesy, shop work, boilers and engines, water supply, sanitary engineering, forestry. Fourth year: Bridges and buildings, geodetic astronomy, electrical measurements, or geology, or theoretical mechanics, hydraulic motors, direct current

ENGINEERING COURSES

machinery, or advanced geology, or advanced physics, political ethics, mine surveying, city surveying, alternateng current theory, or railroad transportation, or advanced physics, or forestry, or advanced composition, contracts and specifications, social ethics.

Admission requirements: Graduation from an approved four years' high school course or its equivalent

Credit: Leads to the first degree in Civil Engineering
Four years

College fees: \$150 or \$160
Extra Engineering fee: \$5 per term

Civil Engineering

PENNSYLVANIA STATE COLLEGE
State College

Subjects: Arranged to give the student a thorough understanding of the various branches of civil engineering, and to teach her to apply these principles to the practical problems with which the engineer has to deal.

Admission requirements: High school graduation
Credit: Leads to the degree of Bachelor of Science
Four years

Tuition: Free
Incidental fees: About \$50, plus laboratory fee

Civil Engineering

SWARTHMORE COLLEGE
Swarthmore

Subjects: First year: Algebra, solid geometry, trigonometry, differential calculus, shop work, engineering drawing, English composition, English literature, general inorganic chemistry. Second year: Analytical and descriptive geometry, qualitative analysis, general physics, shop work, empirical design, materials of construction, surveying, foreign languages, etc. Third year: Mechanics of materials, analytic mechanics, structural design, integral calculus, foreign languages, direct current theory, advance physics, etc. Fourth year: Railroads, structural design, hydraulics, steam machinery, concrete construction, Bible study, history, economics, political science, electives.

Admission requirements: Graduation from an acceptable four years' high school course or its equivalent

Credit: Leads to the degree of Bachelor of Arts
Four years

Tuition: \$175 per year, plus laboratory fee

Civil Engineering

UNIVERSITY OF PITTSBURGH
Pittsburgh

Evening Courses in Civil Engineering

TEMPLE UNIVERSITY
Broad and Berks Streets, Philadelphia

(For full details of these courses, application should be made to the Dean of Temple University.)

Electrical Engineering

SWARTHMORE COLLEGE
Swarthmore

Subjects: First year: Algebra, solid geometry, trigonometry, differential calculus, shop work, engineering drawing, English composition, English literature, general inorganic chemistry. Second year: Analytical and descriptive geometry, qualitative analysis, general physics, shop work, empirical design, materials of construction, surveying, foreign languages,

ENGINEERING COURSES

etc. Third year: Advanced physics, integral calculus, mechanics of materials, direct current theory, illumination, foreign languages, electives, etc. Fourth year: Alternating current theory, Bible study, history, political science, elementary economics and railway transportation, hydraulics, central stations and power transmission, steam machinery, polyphase currents, electric railways, power plants, electives, etc.

Admission requirements: Graduation from an acceptable four years' high school course or its equivalent

Credit: Leads to the degree of Bachelor of Arts
Four years

Tuition: \$75 per year, plus laboratory fee

Electrical Engineering

PENNSYLVANIA STATE COLLEGE
State College

UNIVERSITY OF PITTSBURGH
Pittsburgh

Electrochemical Engineering

PENNSYLVANIA STATE COLLEGE
State College

Subjects: First year: Mechanical drawing, French, German or Spanish, freehand drawing, trigonometry, composition, joinery, kinematics of machinery, general chemistry, descriptive geometry, analytic geometry, argumentation, advanced pattern-making or wood-turning and pattern-making. Second year: Qualitative analysis, French, German or Spanish, advanced algebra, mathematics, differential calculus, mechanics and heat, physical measurements, advanced composition, surveying, English literature, elementary mechanics, electricity and magnetism, electrical measurements. Third year: Direct current theory, electrical engineering laboratory, steam engines and boilers, combustion of fuels, English and American economic history, applied mechanics, dynamo machinery and alternating currents, thermodynamics, hydraulics, engineering materials, testing materials.

Admission requirements: High school graduation or its equivalent

Credit: Leads to the degree of Bachelor of Science
Four years

Tuition: Free

Incidental fees: About \$50, plus laboratory fee

Industrial Engineering

PENNSYLVANIA STATE COLLEGE
State College

Subjects: This course is designed to prepare the student for positions in industrial organizations leading to superintendency, purchasing, selling, scientific management, and industrial business administration. Instruction is given in the competent handling of such subjects as departmental management in factories, determination of costs, depreciation, manufacturing statistics, proper distribution of expense, economic production, systems of remunerating labor and raising labor efficiency, the handling and recording of stores, stock and orders, sales, purchasing, planning of production and production methods, corporation accounting and allied work.

Admission requirements: High school graduation or its equivalent

Credit: Leads to the degree of Bachelor of Science
Four years

Tuition: Free

Incidental fees: About \$50, plus laboratory fee

Mechanical Engineering

SWARTHMORE COLLEGE
Swarthmore

Subjects: First and second years: The same as for the course in Chemical Engineering. Third year: Mechanics of materials, integral calculus,

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analytical mechanics, advanced physics, kinematics, kinematic drawing, direct current theory, foreign languages, etc. Fourth year: Machine design, machine design drawing, hydraulics, steam machinery, power plants, principles of manufacturing, Bible study, history, economics, political science, electives, etc.

Admission requirements: Graduation from an acceptable four years' high school course or its equivalent

Credit: Leads to the degree of Bachelor of Arts

Four years

Tuition: \$175 per year, plus laboratory fee

Mechanical Engineering

BUCKNELL UNIVERSITY
Lewisburg

PENNSYLVANIA STATE COLLEGE
State College

UNIVERSITY OF PITTSBURGH
Pittsburgh

Mechanical Engineering

THE DAVIS SCHOOLS
1031-1033 State Street, Erie

Subjects: A practical course in engineering subjects, including advanced mathematics, drafting in all its branches, mechanics, strength of materials, analytic geometry, calculus, thermodynamics, machine elements, steam engines and boilers, electricity (brief treatise on D. C. and A. C. motors and generators), etc.

Evening classes only

Tuition: \$150

Metallurgical Engineering

PENNSYLVANIA STATE COLLEGE
State College

Subjects: First year: Mechanical drawing, descriptive geometry, French or German or Spanish, trigonometry, English composition, shop work, general chemistry, analytical geometry, argumentation. Second year: Qualitative analysis, French or German or Spanish, general geology, advanced algebra, differential calculus, elementary mineralogy, advanced composition, quantitative analysis, integral calculus, elementary mechanics, systematic mineralogy, electricity and magnetism, electrical measurements, etc. Third year: Metallurgical analysis, physical chemistry, dynamo machinery, applied mechanics, assaying, principles of metallurgy, surveying, economic geology, American economic history, engineering materials, testing materials, non-ferrous metallurgy, fuel testing and calorimetry, stresses in mine structures, etc. Fourth year: Gas analysis, electrometallurgy, economics, alloys and metallography, metallurgical design, mechanical preparation of coal and dressing of ores, contracts and specifications, geology of ore deposits, steam engines and boilers, metallurgy of iron and steel, mining methods, political parties.

Admission requirements: Graduation from an accredited high or preparatory school

Credit: Leads to the degree of Bachelor of Science

Four years

Tuition: Free

Incidental fees: About \$50, plus laboratory fee

Sanitary and Hydraulic Engineering

UNIVERSITY OF PITTSBURGH
Pittsburgh

Subjects: First year: Advanced algebra, analytical geometry, chemistry, mechanical drawing and descriptive geometry, elementary German,

ENGINEERING COURSES

English composition, plane surveying, etc. Second year: Differential and integral calculus, general physics, general inorganic chemistry, qualitative and quantitative analysis, bacteriology, argumentation and debating, general psychology, sewage disposal engineering, mechanics, etc. Third year: Hydraulics, mechanics of materials, laboratory methods, water examination, graphic statics, stresses in trusses and bridge design, general biology, reinforced concrete, economics, prime movers, engineering geology, applied electricity, hydraulics, etc. Fourth year: Heating and ventilation, sewerage, municipal sanitation, water supply engineering, current topics, sanitary engineering practice, water power engineering, etc.

Admission requirements: Graduation from an accredited high school or its equivalent

Credit: Leads to the degree of Bachelor of Science in Sanitary Engineering

Four years

Tuition: \$150 per year

Evening Courses in Engineering

YOUNG MEN'S CHRISTIAN ASSOCIATION OF WILMERDING
Wilmerding

Subjects: Courses in mechanical, electrical and civil engineering, given in coöperation with Pennsylvania State College. Upon completion of any of these courses, the student receives from State College an Engineering Extension Division diploma. A full outline will be furnished upon request.

Evening classes only

Tuition: \$8 per term

DREXEL INSTITUTE
32nd and Chestnut Streets, Philadelphia

Electrical Engineering Subjects

DAVIS TECHNICAL SCHOOL
1031-1033 State Street, Erie

Subjects: Magnetism and electromagnetism; work and power; electrical circuits—resistance and rheostats; magnetic circuits and electromagnets; armature-windings-theory of commutation, armature reaction; direct current generators and motors; motor applications, speed regulations, controllers; batteries and storage batteries; car lighting; alternating circuits; alternators; synchronous motors; transformers; induction motors—rotary converters; transmission; electric lighting.

Evening courses only

Tuition: \$65

Strength of Materials

YOUNG MEN'S CHRISTIAN ASSOCIATION OF OIL CITY
Oil City

Subjects: Elementary or advanced instruction in strength of materials. Special attention is given to individual instruction.

Credit: Pennsylvania State College Certificate of Recognition
Monday and Thursday evenings

Tuition: \$5

Engineering Drawing

DREXEL INSTITUTE
Thirty-second and Chestnut Streets, Philadelphia

Subjects: A class especially adapted for students in engineering courses. It aims in developing ability in making and understanding shop drawings and blue prints.

Preparation required: Grammar school education
One evening a week

Tuition: \$10

Additional fees: \$8 (unused balance returned at end of year)

HOUSEHOLD ARTS AND SCIENCES

Brief Courses in Cookery

TEMPLE UNIVERSITY
Broad and Berks Streets, Philadelphia

Subjects: Cookery Manipulation. General principles of cookery, including a study of cooking appliances, temperatures, manipulation of cookery processes from the viewpoint of energy and time conservation; methods of increasing food value, digestibility and attractiveness of foods.

Eight months, successive Friday afternoons,
from 1:30-3:30, beginning in October

Tuition: \$10
Laboratory fee: \$5

Subjects: Elementary Cookery. Course includes the subjects taught in Cookery Manipulation, with the addition of kitchen sanitation, determination and preparation of economical recipes, variation of recipes through substitution of other ingredients.

Eight months, successive Monday evenings,
from 7:30-9:30, beginning in October

Tuition: \$10
Laboratory fee: \$3.50

Subjects: Home Cookery and Table Service. Arranging of suitable menus for all occasions; selection of menus from the viewpoint of food value, economy, and conservation of fuel, time and energy; preparation of meals; informal and formal table service; selection, preparation and service of food for the sick and convalescent. Open only to students having had previous school training in cookery, or those registering in Cookery Manipulation or Elementary Cookery.

Eight months, successive Wednesday evenings,
from 7:30-9:30, beginning in October

Tuition: \$15
Laboratory fee: \$5

Subjects: Institutional Cookery. Cookery of foods in large quantities; economies, physical, psychological and physiological conditions affecting choice of foods and mode of work; wholesale food costs.

Eight months, one morning a week, 9-12;
one afternoon a week, 1:30-4, beginning in October

Tuition: \$15
Laboratory fee: \$5

Special Courses in Cooking

MARGARET MORRISON SCHOOL
Carnegie Institute of Technology

Subjects: Cooking I. Covers the principles of the application of heat to food; the cooking of typical foods and their combination; beverages, fruits, cereals, vegetables, salads, soups, meats, breads, desserts and ices. Twelve afternoon lessons of three hours each, with practical work.

Admission requirements: Personal interview. Only adults are eligible

Tuition: \$12

Subjects: Cooking II. Preparation and serving of dinners, both simple and elaborate; planning of menus for home use and for entertainment; chafing dish cookery, planning and serving of chafing dish suppers. Twelve afternoon lessons of three hours each, with practical work.

Admission requirements: Cooking I or its equivalent

Tuition: \$18

Cookery and Domestic Science

WANAMAKER INSTITUTE
Twenty-third and Walnut Streets, Philadelphia

HOUSEHOLD ARTS AND SCIENCES

Subjects: Elementary and advanced classes, including invalid cookery, marketing, laundry work, and a special course in evaporating and drying of vegetables by the method recommended by the United States Government.

Evening classes only

Tuition: \$18 per year

Cooking

YORK HIGH SCHOOL
York

Subjects: First and second years: Elementary cooking; special work in food conservation; advanced cookery; canning, preserving, jelly-making, pickling, drying, preservation of special foods (eggs, etc.), use of syrups instead of sugar in jelly-making and preserving; invalid cookery; table service (including costs); dietetics; special conservation work. Third year: Household planning and furnishing; home sanitation; practical cleaning and laundering; household budgets; buying and marketing, etc.

Elective. Open also to special students
Three years

Tuition: Free

Cooking and Household Management

WILLIAM PENN EVENING HIGH SCHOOL
Fifteenth and Wallace Streets, Philadelphia

Subjects: First year: Beginner's course. Fundamental principles and processes of cookery; planning and serving simple meals; cooking for invalids. Second year: Advanced course. Elaboration of beginner's course; marketing; household accounts; sanitation; simple laundering; regulation of week's work; care of the baby. (Prerequisite: Beginner's course or its equivalent.)

Admission requirements: Completion of the elementary school course or its equivalent
Credit: Certificate
Two years

Tuition: Free
Laboratory fee: \$2

Evening Course in Cooking and Household Management

WEST PHILADELPHIA EVENING HIGH SCHOOL
Forty-eighth and Walnut Streets, Philadelphia

Dietetics and Invalid Cookery

YOUNG WOMEN'S CHRISTIAN ASSOCIATION OF PITTSBURGH
59 Chatham Street, Pittsburgh

Extension Courses in Cookery

DREXEL INSTITUTE
Thirty-second and Chestnut Streets, Philadelphia

Tuition: \$20 per term

Extension Course in Invalid Cookery

DREXEL INSTITUTE
Thirty-second and Chestnut Streets, Philadelphia

Tuition: \$15

Hospital Dietetics Course for Nurses

MARGARET MORRISON CARNEGIE SCHOOL
Pittsburgh

Subjects: Sixteen lessons planned to meet the needs of hospital training classes for the preparation of invalid dietaries.

Admission requirements: Fitness to pursue the work, decided by personal interview
Minimum age: 17 years
Three evenings a week, 7:30-9:30

Tuition: \$20

Special Courses in Dietetics (to prepare for Government positions)

DREXEL INSTITUTE

Thirty-second and Chestnut Streets, Philadelphia

Subjects: First year: English, physical training, psychology, general chemistry, physics, principles and practice of cookery, housekeeping textiles, laundry, care of clothing, bookkeeping and office organization, report work, fundamental mathematics. Second year: English, physical training, chemistry, bacteriology, dietetics, institutional cookery.

Admission requirements: High school graduation or its equivalent

Credit: Certificate

Two years

Tuition: \$100 per year

Other fees: \$65 per year

Subjects: Housekeeping textiles, laundry, care of clothing, physiological chemistry, bacteriology, cookery, institutional cookery, dietetics, bookkeeping and office organization, report work, pathological chemistry.

Admission requirements: College graduation

Credit: Certificate

One year

Tuition: \$100 per year

Other fees: \$55 per year

Subjects: Housekeeping textiles, laundry, care of clothing, bookkeeping and office organization, Governmental and hospital organization, dietetics, pathological chemistry.

Admission requirements: High school graduation, or equivalent with knowledge of technical subjects, and one year's experience

Credit: Certificate

Four months

Tuition: \$50

Other fees: \$55

The above courses have been approved by the Hospital Division of the Medical Corps, United States Army.

Home Dietetics

SOUTHEASTERN PENNSYLVANIA CHAPTER, A. R. C.

218 South 19th Street, Philadelphia

Subjects: Comparative values of foods, practical application of principles of dietetics to buying, cooking and serving food in the home. This course may be supplemented by instruction in canteen cookery, preparation of food for the sick, or conservation cookery.

Admission requirements: Minimum age, 16 years. No other special requirements

Credit:

Fifteen lessons of two hours duration

Tuition: \$10

Special Course in Dietetics

TEMPLE UNIVERSITY

Broad and Berks Streets, Philadelphia

Subjects: Food requirements of the body during growth and the varying physiological conditions, etc.; dietaries to meet the needs of various ages and occupations, as well as for diseases in the treatment of which diet plays an important part. This course is planned especially for nurses.

Eight weeks

One evening a week, 7:30-9:30, beginning in October

Tuition: \$10

Laboratory deposit: \$5

Junior College Course in Domestic Arts

DREXEL INSTITUTE

Thirty-second and Chestnut Streets, Philadelphia

Subjects: First year: English, physical education, science (physiology, general chemistry, physics), domestic science, domestic arts (elementary sewing, drawing, textiles, and elementary dressmaking), millinery. Second year: English, physical education, chemistry, business customs and accounts, pedagogy, domestic arts (advanced sewing, dressmaking, milli-

HOUSEHOLD ARTS AND SCIENCES

nery, textiles and weaving, designing and draping, drawing, household decoration and color), laundry and home nursing, invalid and advanced cookery, institutional cookery, household and institution management, etc.

Admission requirements: Accredited high school graduation and letter of recommendation from the school attended

Credit: Diploma

Two years

Tuition: \$145 per year

Cost of books and supplies: About \$35 per year

Domestic Science

PENNSYLVANIA STATE COLLEGE

State College

Subjects: First year: Economic botany, sewing, household management, French or German, industrial art, general physics, physical measurements, composition, chemistry, history of art, etc. Second year: House construction and sanitation, carbon compounds, qualitative analysis, foods, French or German, composition, elementary zoölogy, household chemistry, home decoration, history of art, oral composition, elementary zoölogy. Third year: Household bacteriology, chemistry of nutrition, food control, foods, history of education, English and American economic history, psychology, dietetics, home nursing, observation of teaching, principles of education, ethics, physiology and hygiene, electives. Fourth year: Household finance, advanced dietetics, foods, methods of teaching, or institutional management, economics, the field of home economics, elementary practical sociology, political parties, electives.

Admission requirements: High school graduation or its equivalent

Credit: Leads to the degree of Bachelor of Science

Four years

Tuition: Free

Incidental fees: About \$50, plus laboratory fee

Home Arts and Crafts

MARGARET MORRISON SCHOOL

Carnegie Institute of Technology, Pittsburgh

Subjects: Lines of study are founded upon broad fundamental training in color, design and workmanship. First and second years: Same as for Household Economics course. Second and third years include such subjects as design and color, drawing, bookbinding, weaving, pottery, jewelry and silversmithing, needle lace, history of art, home decoration.

Admission requirements: Certificate of graduation from an approved high or preparatory school, or by examination

Credit: Leads to the degree of Bachelor of Science

Four years

Tuition: \$25 per term

Short Course in Home Economics

PENNSYLVANIA STATE COLLEGE

State College

Subjects: Cookery, dietetics, home nursing and emergencies, household sanitation and management, elementary sewing, advanced sewing, children's clothing, millinery.

Admission requirements: Applicants are admitted by the Dean without examination

Six weeks, beginning in November

Tuition: Free

Living expenses and college fees for this course need not exceed \$60

Home Economics

CENTRAL HIGH SCHOOL

Harrisburg

Subjects: Course includes domestic economics, domestic chemistry, sanitation and hygiene, two years of cooking, two years of sewing, dress-

HOUSEHOLD ARTS AND SCIENCES

making, millinery, and a wide range of electives in foreign language, mathematics, science and history.

Admission requirements: A grammar school education

Credit: Diploma

Four years

Tuition: Free

Home Economics

IRVING COLLEGE

Mechanicsburg

Subjects: First year: Art work and textiles, cooking, sewing, chemistry, physiology and hygiene, English and composition, accounts, physical training. Second year: Cooking, canning, preserving, invalid and infant feeding, nursing and sanitation, household decoration and management, household physics, laundry work, dietetics, bacteriology, education, etc. Special attention is given to the quantitative aspects of cooking processes.

Admission requirements: Adequate preparation in English grammar and composition, rhetoric, history of England, English classics

Credit: Certificate

Two years

Tuition: \$100 per year

Four-Year Courses in Home Economics

WILLIAM PENN HIGH SCHOOL

Fifteenth and Wallace Streets, Philadelphia

WEST PHILADELPHIA HIGH SCHOOL

Forty-seventh and Walnut Streets, Philadelphia

KENSINGTON GIRLS' HIGH SCHOOL

Amber and Cumberland Streets, Philadelphia

SOUTH PHILADELPHIA HIGH SCHOOL

Broad Street and Snyder Avenue, Philadelphia

FRANKFORD HIGH SCHOOL

Oxford and Wakeling Streets, Philadelphia

GERMANTOWN HIGH SCHOOL

Germantown Avenue and High Street, Germantown, Philadelphia

Household Economics

BUCKNELL UNIVERSITY

Lewisburg, Pa.

Subjects: First year: Principles and practice of cookery, chemistry, general psychology, personal hygiene, home nursing and emergencies, physical training, sewing, household decoration. Second year: Principles and practice of cookery, chemistry of foods, biology, French, invalid cookery, dietetics, domestic sanitation, bacteriology, household management, child psychology, physical training, methods of teaching household economics.

Admission requirements: Certificate of graduation from an approved high or preparatory school, or by examination

Credit: Leads to the degree of Bachelor of Science

Two years

Tuition: \$150 per year

Graduation and diploma fees: \$10

Household Science

JUNIATA COLLEGE

Huntingdon

Subjects: First year: English, general chemistry, French or German, sewing, cookery, foods, textiles, hygiene and sanitation, home manage-

HOUSEHOLD ARTS AND SCIENCES

ment, basketry. Second year: General biology, French or German, dressmaking, advanced cookery, dietetics, laundry, methods of teaching, English, history of education, invalid cookery.

Admission requirements: Graduation from an approved high school or its equivalent, including at least one unit in physics or chemistry

Credit: Diploma

Two years

Expenses: Tuition, \$54 per year

Laboratory fees, \$21 per year

Chemistry laboratory fee, \$5 per semester

Biology laboratory fee, \$5 per semester

Cookery, \$5 per term; sewing, \$3 per term

Institutional and Household Administration

TEMPLE UNIVERSITY

Broad and Berks Streets, Philadelphia

Subjects: Cookery, dietetics, housewifery, lunch-room management, household administration, marketing, physical education, hygiene, accounts, chemistry, bacteriology, physiology, household physics. This course is planned to prepare women for positions as dietitians, housekeepers, managers of lunch-rooms, etc.

Admission requirements: Applicants must present satisfactory evidence of experience in institutional work, or, after completing the course, must spend three months in an institution. Minimum age: 20 years

Credit: Certificate

One year

Tuition: \$100

Household Arts Course

ALLENTOWN HIGH SCHOOL

Allentown

Subjects: This course is designed to give thorough training in cookery, sewing and millinery. Subjects include biology, household chemistry, sanitation and nutrition, household management, applied physics, applied arts, English, algebra, physical training, drawing and design, bookkeeping, etc.

Admission requirements: Grammar school graduation

Credit: Diploma

Four years

Tuition: Free

Household Arts

CARLISLE HIGH SCHOOL

Carlisle, Pa.

Subjects: First year: English, Latin or mental arithmetic and commercial geography, algebra, community civics, music, cooking, sanitation, first aid, sewing, applied design. Second year: English, cooking, marketing, serving, household accounts, sewing, drawing and design, laundry, personal hygiene, etc. Third year: English, cooking, nursing, household management, sewing, millinery, drawing and design, etc. Fourth year: English, United States history and civics, household chemistry, sewing, bacteriology, care of children, etc.

Admission requirements: Completion of a grammar school course

Credit: Diploma

Four years

Tuition: Free

Household Economics (Industrial Course)

WILKES-BARRE HIGH SCHOOL

Wilkes-Barre

Subjects: First year: English, commercial arithmetic and measurements, United States history, drawing, sewing, physical training, civics. Second year: English, household mathematics, ancient or general history, draw-

ing (home furnishing, decorations, taste in clothing, problems of practical application), history of art, physiology, hygiene and sanitation, cooking (including preparation and serving of meals, canning and preserving, camp cookery, invalid cookery, etc.), sewing, household economics, etc. Third year: English, household physics, industrial history, drawing, home furnishing, history of art, cooking, dressmaking, mental philosophy, civic biology and bacteriology, household management, etc. Fourth year: English, general chemistry, civic biology and bacteriology, moral philosophy, chemistry of foods, domestic science, drawing, millinery, etc.

Admission requirements: Grammar school graduation

Credit: Diploma

Four years

Tuition: Free

Household Economics

MARGARET MORRISON SCHOOL

Carnegie Institute of Technology, Pittsburgh

Subjects: First year: Physics, sewing, history, English, drawing and design, hygiene, physical training, chemistry, foods, accounts. Second year: Biology, English, history, foods, household sanitation, pottery, physical training, physiology, dietetics, dressmaking. Third year: Foods, physiological chemistry, marketing, home nursing, psychology, bacteriology, home decoration, household management, dietetics. Fourth year: Dietetics, laboratory technique, institutional management, history of cookery, chemistry of foods, sanitary science, institutional practice.

Admission requirements: Certificate of graduation from an approved high or preparatory school, or by examination

Credit: Leads to the degree of Bachelor of Science

Tuition: \$25 per term

INDUSTRIAL SUPERVISION AND MANAGEMENT

Graduate Courses in Industrial Supervision

BRYN MAWR COLLEGE
Bryn Mawr

Subjects: Group I, extending from June to February: This course consists of lectures and seminars at Bryn Mawr College and field or practice work in neighboring manufacturing establishments. Lectures and seminars cover the following subjects: Labor and industrial problems; statistics, record keeping, and methods of investigation; industrial experience of the war; employment management; organized effort for social betterment; industrial hygiene; industrial investigation; social psychology, applied psychology; experimental psychology; social philosophy; constitutional problems involved in modern economic and social problems; political theories underlying modern social and economic legislation; municipal government.

Subjects: Group II: This course duplicates the work of Group I, extending from February to June.

Subjects: Group III: Duplicates the work of Groups I and II, extending from June to October.

Admission requirements: Applicants for admission to any of these groups must be graduates of a college of acknowledged standing, and must present evidence that they are qualified for the work by temperament and character

Credit: Diploma certifying to work undertaken
Four months

Tuition: \$95
Laboratory fee: \$10

Special Courses in Industrial Management

PENNSYLVANIA STATE COLLEGE
State College

Subjects: Principles of scientific management. The field and methods of the science of management and the fundamental considerations as to men, materials, machines, methods and organization, which enter into the work of the "efficiency" or industrial engineer.

Subjects: Time and motion study: A study in the shops relating to the uses of equipment and labor. Analysis of shop operations into elements, and determination of time for each element.

Subjects: Industrial management: The economics of industry; the science of industrial management; departments and departmental reports; planning, scheduling, time-study, labor, wage, and efficiency problems; industrial distribution and selling methods.

Subjects: Safety, welfare and social service in industry: The technical, economic and social aspects of these subjects as related to the work of the industrial engineer.

(These courses are recommended to special students by the head of the Department of Engineering, Pennsylvania State College. For details as to duration of courses, fees, etc., application should be made to that Department.)

Short Course in Industrial Organization and Management

PENNSYLVANIA STATE COLLEGE
State College

Two weeks' summer course

(For prospectus of this course, application should be made to the Department of Engineering, State College)

Tuition: \$10

LIBRARY WORK

General Library Work

CARNEGIE LIBRARY SCHOOL
Schenley Park, Pittsburgh

Subjects: First term: Cataloguing, classification and subject headings, book selection, reference, bibliography, administration of libraries, lending systems. Second term: Cataloguing, shelf-listing and book-numbers, alphabetizing and filing, order and accession work, book selection, reference, bibliography, administration of libraries, social agencies, parliamentary procedure. Third term: Reference, bibliography, book selection, government documents, history of libraries, library buildings, publicity and extension, public speaking, binding, printing.

Admission requirements: Graduation from a university or college, or examination in literature, history and general information. Age limit: 20-35 years

Credit: Diploma
One year

Tuition: \$100

Other expenses: About \$110

Library Work with Children

CARNEGIE LIBRARY SCHOOL
Schenley Park, Pittsburgh

Subjects: First term: Cataloguing, classification and subject headings, book selection, reference, administration of libraries, work with schools, lending systems, story-telling. Second term: Alphabetizing and filing, shelf-listing and book-numbers, order and accession work, book selection, reference, administration of libraries, work with schools, story-telling, social agencies, parliamentary procedure, child study. Third term: Book selection, reference, administration of libraries, home libraries, publicity and extension, history of libraries, library buildings, story-telling, public speaking, binding, printing.

Admission requirements: Same as for the course in General Library Work

Credit: Diploma
One year

Tuition: \$100

Other expenses: About \$110

School Library Work

CARNEGIE LIBRARY SCHOOL
Schenley Park, Pittsburgh

Subjects: First term: Cataloguing, classification, subject headings, book selection, reference, bibliography, administration of libraries, school library work, lending systems, story-telling. Second term: Cataloguing, alphabetizing and filing, shelf-listing and book-numbers, order and accession work, book selection, reference, bibliography, administration of libraries, school library work, story-telling, social agencies, parliamentary procedure. Third term: Book selection, reference, bibliography, administration of libraries, school library work, history of libraries, story-telling, binding, printing, educational systems.

Admission requirements, fees, credit, etc., same as for course in General Library Work
One year

Apprentice Class in Library Work

FREE LIBRARY OF PHILADELPHIA
Thirteenth and Locust Streets, Philadelphia

LIBRARY WORK

Subjects: Accessioning, cataloguing, alphabeting, classification, shelf-listing, book selection, general reference work, etc. The course includes four months' study and two months' practical work in the Main Library and its branches. Designed to prepare students for junior positions in the Free Library system of Philadelphia.

Admission requirements: A high school education or its equivalent. Students are selected by competitive examination in literature, general information and current events. Age limit: 18-30 years
Six months: October 1 to April 1

Tuition: Free

Apprentice Class in Library Work

CARNEGIE LIBRARY
Schenley Park, Pittsburgh

Subjects: Theoretical instruction and practice work planned to furnish preparation for positions in the Carnegie Library of Pittsburgh which do not require the training afforded by regular library schools. For the practice work of the last five months, the students receive the salary of a half-time position.

Admission requirements: Graduation from an accredited high school or its equivalent. Applicants must pass examinations in literature, history and current topics. Minimum age: 18 years
Credit: Certificate
Nine months

Tuition: Free

Summer Course for Library Workers

PENNSYLVANIA STATE COLLEGE
State College

Subjects: Accessioning, library administration, alphabeting, book-binding and mending, book ordering and buying, book selection, cataloguing, including public documents, children's work, classification, including subject-headings, loan work, reference, including bibliographies and indexes, review of current news, review of fiction, review of magazines, shelf-listing, etc.

Admission requirements: This course is open only to those already engaged in library work
Six weeks' course
July and August

Tuition: Free to residents of Pennsylvania
For others, \$20

NEEDLEWORK

Art Needlework

WANAMAKER INSTITUTE

Twenty-third and Walnut Streets, Philadelphia

Subjects: First year: Instruction and training in the various stitches used. Second year: Punch work, English eyelet, Richelieu, Hardanger, Hedebo, Kensington work. Special attention is given to the initialing of monograms for trousseaux, household linens, etc. This course includes instruction in the technique of crocheting and the practical application of this form of needlecraft, etc.

M. and W. evenings, 7:45-9:45
Two years

Tuition: \$9 per year

Costume Economics

MARGARET MORRISON SCHOOL

Carnegie Institute of Technology, Pittsburgh

Subjects: First and second years: Same as for Household Economics course. The specialized work of the second and third years includes sewing, dressmaking, drafting and modelling of patterns, costume adaptation and design, practice in draping different types of material, millinery, history of costume and textiles.

Admission requirements: Certificate of graduation from an approved high or preparatory school, or by examination

Credit: Leads to the degree of Bachelor of Science
Four years

Tuition: \$25 per term

Evening Courses in Dressmaking

DREXEL INSTITUTE

Thirty-second and Chestnut Streets, Philadelphia

Subjects: Dressmaking I: Drafting waists and skirts; designing and fitting patterns; making simple dresses and tailored skirts; arrangements of stripes and plaids; commercial patterns, etc. Dressmaking II: Practice in drafting, modeling, and draping; study of color and materials; making dresses for street and afternoon wear; technical finishings, etc.

M. and Th., 7:30-9:30 P. M.

Tuition: \$15 per course
Additional fees: \$8

(For details of Extension Courses and other classes in dressmaking, application should be made to the Registrar, Drexel Institute.)

Technical Sewing and Dressmaking

TEMPLE UNIVERSITY

Broad and Berks Streets, Philadelphia

Subjects: Designed to train girls and women for the dressmaking trade. Subjects include: Fundamental stitches and their application; use of the sewing machine and its attachments; drafting, cutting and making of garments; use and alteration of commercial patterns; modeling in paper and crinoline; costume designing and draping; technical textiles, etc.

Admission requirements: Grammar school education
One year

Tuition: \$100

Brief Courses in Dressmaking

TEMPLE UNIVERSITY

Broad and Berks Streets, Philadelphia

Evening classes

Tuition: \$20

Sewing and Dressmaking

WANAMAKER INSTITUTE
Twenty-third and Walnut Streets, Philadelphia

Subjects: First year: Rudiments of plain sewing, such as overhanding, running, stitching, backstitching, combination stitch, slipstitching, hem-stitching, hemming, gathering, sewing on bands, felling, tucking, darning, eyelets, buttonholing, etc., with practice work in making undergarments, aprons, children's clothes, etc. Second year: Shirtwaists, lingerie dresses and tailored skirts. Third year: Putting into practice knowledge gained in preceding years, in addition to instruction in cutting, fitting and making of one-piece dresses, etc.

M. and W., 7:45-9:45 P.M.
Three years

Tuition: First year, \$14
Second year, \$17
Third year, \$16

Dressmaking

CENTRAL BRANCH, Y. W. C. A. OF PHILADELPHIA
1800 Arch Street, Philadelphia

Subjects: Practical course in elementary and advanced dressmaking; cutting, fitting and sewing of plain garments by hand and machine, gradually progressing to more elaborate work; study of color, line and form in their application to dress; suitable weaves and materials for various occasions, etc.

M. and W., 7:45-9:30 P.M.

Tuition: \$12
(Details of technical courses, Costume Designing, and other dressmaking classes will be furnished upon application to the Association.)

Dressmaking

KENSINGTON BRANCH, Y. W. C. A. OF PHILADELPHIA
Allegheny Avenue and Hancock Street, Philadelphia

M. and W., 7:45-9:30 P.M.

Tuition: \$12

Special Short Course in Dressmaking

KENSINGTON BRANCH, Y. W. C. A. OF PHILADELPHIA
Allegheny Avenue and Hancock Street, Philadelphia

Friday evenings, 7:45-9:30

Tuition: 12 lessons, \$3
(For details of other courses—morning, afternoon and evening—application should be made directly to the Kensington Branch.)

Dressmaking and Plain Sewing

Y. W. C. A. OF ALLENTOWN
929 Hamilton Street, Allentown

Subjects: Practical instruction in dressmaking (requiring for entrance experience in plain sewing), and plain sewing (making of underwear and shirtwaists, etc.).

Evening classes only

Tuition: Dressmaking, \$2 for 10 lessons
Plain sewing, \$1.50 for 10 lessons

Y. W. C. A. OF GERMANTOWN (COLORED BRANCH)
6128 Germantown Avenue, Germantown, Philadelphia

Wednesdays, 8 to 10 P.M.

Each course: Two terms of 14 weeks each

Tuition: Dressmaking, \$6 per term
Plain sewing, \$2.50 per term

Dressmaking

HEBREW EDUCATION SOCIETY
Tenth and Carpenter Streets, Philadelphia

NEEDLEWORK

Subjects: A practical course in dressmaking, including drafting, cutting, fitting, sewing, use of commercial patterns, etc.

Credit: Diploma
M. Tu. W. and Th., 7 to 9 P.M.
Minimum age: 14 years
One year

Tuition: Free
Pupils are required to supply their own materials

Sewing and Dressmaking

TRADE SCHOOL FOR GIRLS
Pine Street, west of Eleventh, Philadelphia

Subjects: Evening courses of instruction in plain sewing, shirtwaist making, making of one-piece dresses, etc.

Admission requirements: Satisfactory proof of necessary general education and an aptitude for the work

Credit: Certificate of work completed

Tuition: Free
Deposit of \$3 required, of which \$1 is returned
at completion of 70% of the course

Dressmaking

SOUTH PHILADELPHIA EVENING HIGH SCHOOL
Broad and Jackson Streets, Philadelphia

Subjects: First year: Drafting and making of shirtwaists, skirts and simple dresses; selection of suitable materials; use of commercial patterns; tailored suits; renovating and remodeling, etc. Second year: Draping; modeling in paper and lining without use of patterns; tailoring; aesthetics and hygiene of dress, etc.

Admission requirements: Completion of the elementary school course

Credit: Certificate
Evening classes only

Tuition: Free
A fee of \$2 is charged for materials

Dressmaking and Millinery Classes

EASTON EVENING HIGH SCHOOL
Easton

Tuition: Free

JOHNSTOWN EVENING HIGH SCHOOL
Johnstown

Tuition: Free

LEBANON HIGH SCHOOL
Lebanon

Tuition: Free

NORTHEAST EVENING HIGH SCHOOL
Eighth Street and Lehigh Avenue, Philadelphia

Tuition: Free

SOUTH PHILADELPHIA EVENING HIGH SCHOOL
Eighth Street and Lehigh Avenue, Philadelphia

Tuition: Free

WEST PHILADELPHIA EVENING HIGH SCHOOL
Forty-eighth and Walnut Streets, Philadelphia

Tuition: Free

WILLIAM PENN EVENING HIGH SCHOOL
Fifteenth and Wallace Streets, Philadelphia

Tuition: Free

PITTSBURGH EVENING HIGH SCHOOLS
(Allegheny, Fifth Avenue, Peabody, South Hills, Latimer Junior and Schenley), Pitts-
burgh

Tuition: Free

Y. W. C. A. OF GERMANTOWN
5820 Germantown Avenue, Germantown, Philadelphia

(Descriptive circular giving schedule of classes, tuition fees, etc., will be furnished upon request.)

Y. W. C. A. OF GERMANTOWN (COLORED BRANCH)
6128 Germantown Avenue, Germantown, Philadelphia

Tuition: \$6 per term

NEEDLEWORK

Y. W. C. A. OF TITUSVILLE
Titusville

Tuition fees: Furnished upon request

YORK HIGH SCHOOL
York

Tuition: Free

Millinery

WANAMAKER INSTITUTE
Twenty-third and Walnut Streets, Philadelphia

Subjects: Elementary work: Making of folds, bindings, puffings, and flanges; making and covering of buckram frames; various kinds of bows, rosettes, ribbon flowers and trimmings; construction of wire frames; covering with straw braid. Advanced work: Making of more difficult shapes; study of color, harmony, neatness of effect, and accuracy in copying model hats; making of toques and bonnets; draping of turbans; shirred, maline and chiffon hats; brim extensions, etc.

Tu. and Th., 7:45-9:45 P.M.

Tuition: \$17 for the year

Brief Course in Millinery

TEMPLE UNIVERSITY
Broad and Berks Streets, Philadelphia

Subjects: First semester: Work in the drafting of simple hats; making and covering frames with velvet and satin; trimmings, such as milliner's folds, puffings, bias folds and simple ornaments; making of ribbon, satin, chiffon and velvet flowers, etc. Second semester: Manipulation of wire frames; wiring and tying of bows, straw sewing; making and sewing of summer hats, etc.

Day and evening classes

Tuition: Day, \$15
Evening, \$10

Extension Courses in Millinery

DREXEL INSTITUTE
Thirty-second and Chestnut Streets, Philadelphia

Tuition fees: Furnished upon request

Special Courses in Millinery

TRADE SCHOOL FOR GIRLS
Pine Street, west of Eleventh, Philadelphia

Tuition: Free

Y. W. C. A. OF ALLENTOWN
929 Hamilton Street, Allentown

Tuition: \$1.25 for 6 lessons

CENTRAL BRANCH, Y. W. C. A. OF PHILADELPHIA
1800 Arch Street, Philadelphia

Tuition fees: Furnished upon request

KENSINGTON BRANCH, Y. W. C. A. OF PHILADELPHIA
Allegheny Avenue and Hancock Street, Philadelphia

Tuition fees: Furnished upon request

Domestic Art Course

BEREAN INDUSTRIAL SCHOOL (COLORED)
1926 South College Avenue, Philadelphia

Subjects: Plain sewing, dressmaking, millinery, ladies' tailoring, art needlework. Students who are sufficiently advanced may elect any of these subjects separately.

Admission requirements: Preferably grammar school education. Students not thus prepared are required to take an academic course in connection with this work
Credit: Certificate
Two to three years

Tuition: \$18 per year

NURSING

The Training Schools marked with an asterisk will be found upon the list of accredited schools issued by the Pennsylvania State Board of Examiners for the Registration of Nurses. These schools within their own walls, or by affiliation with other schools, meet the requirements of the State Board, which are as follows:

Theoretical and practical instruction in Anatomy and Physiology; Bacteriology, elementary; Dietetics, including planning of menus; Electricity; Ethics; Hospital Economics; Hydro-Therapy; Hygiene, elementary; Massage; Materia Medica; Nursing, medical, surgical and obstetrical; Pediatrics; Urinalysis.

The allowance made students varies from \$5.00 a month during the first year, to \$9.00, \$10.00 and \$12.00 during the last two years of training.

The educational requirements, in most instances, conform to the standard, which is at least the completion of one year in a high school, or its equivalent. This equivalent may be experience through a certain occupation, or that obtained by travel, or instruction from private sources.

The age of applicants ranges from eighteen to thirty-five years. Women of strong constitutions and in excellent physical condition, desiring information, may secure this by writing to the Directress of Nurses, in any of the following institutions:

Allegheny County

***BRADDOCK GENERAL HOSPITAL**

Braddock, Pa.

Educational requirement: 1 year in high school or equivalent

Credit: Diploma

Course: 3 years

***DIXMONT STATE HOSPITAL**

Dixmont, Pa.

Course: 3 years

Credit: Diploma

***SUBURBAN GENERAL HOSPITAL**

Pittsburgh, Pa. (Bellevue)

Educational requirements: High school graduate

Course: 3 years

Credit: Diploma

***HOMESTEAD HOSPITAL**

Homestead, Pa.

Educational requirements: Grammar school

Course: 3 years

Credit: Diploma

***MCKEESPORT HOSPITAL**

McKeesport, Pa.

Educational requirements: 1 year of high school or equivalent

Course: 3 years

Credit: Diploma

***OHIO VALLEY HOSPITAL**

McKees Rocks, Pa.

Educational requirements: 1 year of high school or equivalent

Course: 3 years

Credit: Diploma

***ALLEGHENY GENERAL HOSPITAL**

Pittsburgh, Pa.

Admission requirements: Age, 21 to 35 years. At least one year high school or equivalent

Course: 3 years

Credit: Diploma

***CHILDREN'S HOSPITAL**

Pittsburgh, Pa.

Educational requirements: 1 year of high school or equivalent

Course: 2½ years

Credit: Diploma

N U R S I N G

***HOMEOPATHIC HOSPITAL**
Pittsburgh, Pa.

Course: 3 years

Credit: Diploma

***MERCY HOSPITAL**
Pittsburgh, Pa.

Course: 3 years

Credit: Diploma

***MONTEFIORE HOSPITAL**
Pittsburgh, Pa.

Course: 3 years

Credit: Diploma

***PASSAVANT HOSPITAL**
Pittsburgh, Pa.

Course: 3 years

Credit: Diploma

***PITTSBURGH HOSPITAL**
Pittsburgh, Pa.

Course: 3 years

Credit: Diploma

***PRESBYTERIAN HOSPITAL**
Pittsburgh, Pa.

Course: 3 years

Credit: Diploma

***ST. FRANCIS' HOSPITAL**
Pittsburgh, Pa.

Educational requirements: 1 year of high school or equivalent

Course: 3 years

Credit: Diploma

***ST. JOHN'S GENERAL HOSPITAL**
Pittsburgh, Pa.

Educational requirements: High school graduate

Course: 3 years

Credit: Diploma

***ST. JOSEPH'S HOSPITAL**
Pittsburgh, Pa.

Course: 3 years

Credit: Diploma

***ST. MARGARET'S MEMORIAL**
Pittsburgh, Pa.

Educational requirements: 1 year of high school

Course: 3 years

Credit: Diploma

***SOUTH SIDE HOSPITAL**
Pittsburgh, Pa.

Educational requirements: A thorough English education. Age limit: 21 to 35 years

Course: 3 years

Credit: Diploma

Allowance: \$8 a month during course

***WEST PENN HOSPITAL**
Pittsburgh, Pa.

Subjects: Practical and theoretical instruction in nursing of medical, surgical, gynaecological and obstetrical cases, nursing of children, massage and sick diet cooking.

Admission requirements: Age, 21 to 35 years. Must possess a thorough English education; graduates of high schools preferred

Course: 3 years

Credit: Diploma

Allowance: \$10 a month

***PITTSBURGH CITY HOME AND HOSPITAL**
Bridgeville, Pa.

Course: 3 years

Credit: Diploma

***SEWICKLEY VALLEY HOSPITAL**
Sewickley, Pa.

Course: 3 years

Credit: Diploma

***ALLEGHENY VALLEY HOSPITAL**
Tarentum, Pa.

Admission requirements: Grammar school education accepted. High school preferred

Course: 3 years

Credit: Diploma

NURSING

***COLUMBIA HOSPITAL**
Wilkesburg, Pa.

Educational requirements: 1 year of high school
Course: 3 years

Credit: Diploma

Beaver County

***PROVIDENCE HOSPITAL**
Beaver Falls, Pa.

Course: 3 years

Credit: Diploma

***BEAVER VALLEY GENERAL HOSPITAL**
New Brighton, Pa.

Educational requirements: 1 year of high school
Course: 3 years

Credit: Diploma

***ROCHESTER GENERAL HOSPITAL**
Rochester, Pa.

Educational requirements: 1 year of high school
Course: 3 years

Credit: Diploma

Berks County

***READING HOSPITAL**
Reading, Pa.

Educational requirements: 1 year of high school or its equivalent
Course: 3 years

Credit: Diploma

***HOMEOPATHIC MEDICAL AND SURGICAL HOSPITAL**
Reading, Pa.

Educational requirements: Good English education
Course: 3 years

Credit: Diploma

***ST. JOSEPH'S HOSPITAL**
Reading, Pa.

Educational requirements: 1 year of high school
Course: 3 years

Credit: Diploma

Blair County

***ALTOONA HOSPITAL**
Altoona, Pa.

Educational requirements: 1 year of high school or equivalent
Course: 3 years

Credit: Diploma

***MERCY HOSPITAL**
Altoona, Pa.

Educational requirements: Grammar school
Course: 3 years

Credit: Diploma

***NASON HOSPITAL**
Roaring Springs, Pa.

Educational requirements: Good English education
Course: 3 years

Credit: Diploma

Bradford County

***PEOPLE'S HOSPITAL**
Sayre, Pa.

Educational requirements: Good English education
Course: 3 years

Credit: Diploma

***ROBERT PACKER HOSPITAL**
Sayre, Pa.

Educational requirements: Good English education
Course: 3 years

Credit: Diploma

NURSING

Butler County

***BUTLER COUNTY GENERAL HOSPITAL**
Butler, Pa.

Educational requirements: Good English education
Course: 3 years

Credit: Diploma

Cambria County

***JOHNSTOWN CITY HOSPITAL**
Johnstown, Pa.

Educational requirements: 1 year of high school
Course: 3 years

Credit: Diploma

***CONEMAUGH VALLEY MEMORIAL HOSPITAL**
Johnstown, Pa.

Educational requirements: Good English education
Course: 3 years

Credit: Diploma

***MERCY HOSPITAL**
Johnstown, Pa.

Educational requirements: 2 years of high school or its equivalent
Course: 3 years

Credit: Diploma

***MINERS HOSPITAL**
Spangler, Pa.

Educational requirements: Good English education
Course: 3 years

Credit: Diploma

Carbon County

***PALMERTON HOSPITAL**
Palmerton, Pa.

Educational requirements: Good English education
Course: 3 years

Credit: Diploma

Centre County

***BELLEFONTE HOSPITAL**
Bellefonte, Pa.

Educational requirements: High school graduate
Course: 3 years

Credit: Diploma

***COTTAGE STATE HOSPITAL**
Phillipsburg, Pa.

Educational requirements: Good English education
Course: 3 years

Credit: Diploma

Chester County

***COATESVILLE HOSPITAL**
Coatesville, Pa.

Educational requirements: Grammar school education
Course: 3 years

Credit: Diploma

***PHOENIXVILLE HOSPITAL**
Phoenixville, Pa.

Educational requirements: Good English education
Course: 3 years

Credit: Diploma

***CHESTER COUNTY HOSPITAL**
West Chester, Pa.

Admission requirements: Age 18 to 32. A high school course, or its equivalent, desired 3 years' course. Candidates received any time during the year when there is a vacancy

Allowance: \$6 per month 1st year
\$8 per month 2nd and 3rd years

Credit: Diploma

***HOMEOPATHIC HOSPITAL OF CHESTER COUNTY**
West Chester, Pa.

Educational requirements: High school graduate, or equivalent
Course: 3 years

Credit: Diploma

Clearfield County

*CLEARFIELD HOSPITAL

Clearfield, Pa.

Admission requirements: Age 21 to 35 years. Good education, high school graduate preferred

Credit: Diploma

Course: 3 years

Allowance: \$6 a month 1st year
\$8 a month 2nd year
\$10 a month 3rd year

*DuBois HOSPITAL

DuBois, Pa.

Educational requirements: Good English education

Course: 3 years

Credit: Diploma

Clinton County

*LOCK HAVEN HOSPITAL

Lock Haven, Pa.

Educational requirements: 2 years of high school or equivalent

Course: 3 years

Credit: Diploma

*RENOVO HOSPITAL

Renovo, Pa.

Educational requirements: Good English education

Course: 3 years

Credit: Diploma

Columbia County

*BERWICK HOSPITAL

Berwick, Pa.

Educational requirements: 1 year of high school

Course: 3 years

Credit: Diploma

*BLOOMSBURG HOSPITAL

Bloomsburg, Pa.

Educational requirements: 1 year of high school or its equivalent

Course: 3 years

Credit: Diploma

Crawford County

*CITY HOSPITAL

Meadville, Pa.

Educational requirements: 1 year of high school or its equivalent

Course: 3 years

Credit: Diploma

*SPENCER HOSPITAL

Meadville, Pa.

Educational requirements: 1 year of high school or equivalent

Course: 2½ years

Credit: Diploma

*TITUSVILLE HOSPITAL

Titusville, Pa.

Educational requirements: Good English education

Course: 2½ years

Credit: Diploma

Cumberland County

*CARLISLE HOSPITAL

Carlisle, Pa.

Educational requirements: High school graduate or equivalent

Course: 3 years

Credit: Diploma

Dauphin County

*HARRISBURG HOSPITAL

Harrisburg, Pa.

Educational requirements: Grammar school education

Course: 3 years

Credit: Diploma

NURSING

*POLYCLINIC HOSPITAL

Harrisburg, Pa.

Educational requirements: Good English education

Course: 3 years

Credit: Diploma

Delaware County

*CHESTER HOSPITAL

Chester, Pa.

Educational requirements: At least 1 year of high school or equivalent

Course: 3 years

Credit: Diploma

MEDIA HOSPITAL

Media, Pa.

Educational requirements: 1 year of high school or equivalent

Course: 3 years

Credit: Diploma

*TAYLOR HOSPITAL

Ridley Park, Pa.

Educational requirements: 1 year of high school or equivalent

Course: 3 years

Credit: Diploma

*J. LEWIS CROZER HOSPITAL

Upland, Pa.

Educational requirements: 1 year of high school or equivalent

Course: 3 years

Credit: Diploma

Elk County

*ELK COUNTY GENERAL HOSPITAL

Ridgeway, Pa.

Educational requirements: Good English education

Course: 3 years

Credit: Diploma

Erie County

*CORRY HOSPITAL

Corry, Pa.

Educational requirements: Good English education

Course: 3 years

Credit: Diploma

*HAMOT HOSPITAL

Erie, Pa.

Educational requirements: 1 year of high school or equivalent

Course: 3 years

Credit: Diploma

*ST. VINCENT'S HOSPITAL

Erie, Pa.

Educational requirements:

Course: 3 years

Credit: Diploma

Fayette County

BROWNSVILLE GENERAL HOSPITAL

Brownsville, Pa.

Educational requirements: Good English education

Course: 3 years

Credit: Diploma

*UNIONTOWN HOSPITAL

Uniontown, Pa.

Educational advantages: Good English education

Course: 3 years

Credit: Diploma

Franklin County

*CHAMBERSBURG HOSPITAL

Chambersburg, Pa.

Educational requirements: Good English education

Course: 3 years

Credit: Diploma

Greene County

*WAYNESBURG HOSPITAL

Waynesburg, Pa.

Educational requirements: Good English education

Course: 3 years

Credit: Diploma

Huntingdon County

*J. C. BLAIR MEMORIAL HOSPITAL

Huntingdon, Pa.

Educational requirements: 1 year of high school or equivalent

Course: 3 years

Credit: Diploma

Indiana County

*INDIANA GENERAL HOSPITAL

Indiana, Pa.

Educational requirements: 1 year of high school or equivalent

Course: 3 years

Credit: Diploma

Jefferson County

*ADRIAN HOSPITAL

Punxsutawney, Pa.

Admission requirements:

Course: 2 years, 2 months

Credit: Diploma

Allowance: \$8 a month 1st year
\$10 a month 2nd year

*PUNXSUTAWNEY HOSPITAL

Punxsutawney, Pa.

Educational requirements: 1 year of high school or equivalent

Course: 3 years

Credit: Diploma

Lackawanna County

CARBONDALE CITY HOSPITAL

Carbondale, Pa.

Course: 3 years

Credit: Diploma

*EMERGENCY HOSPITAL

Carbondale, Pa.

Educational requirements: Good English education

Course: 2½ years

Credit: Diploma

*MID-VALLEY HOSPITAL

Peckville, Pa.

Educational requirements: Good English education

Course: 2½ years

Credit: Diploma

*TAYLOR HOSPITAL ASSOCIATION

Old Forge, Pa.

Educational requirements: Good English education

Course: 3 years

Credit: Diploma

*HAHNEMANN HOSPITAL

Scranton, Pa.

Educational requirements: 1 year of high school or equivalent

Course: 3 years

Credit: Diploma

*MERCY HOSPITAL

Scranton, Pa.

Educational requirements: 1 year of high school or equivalent

Course: 3 years

Credit: Diploma

*ST. MARY'S KELLER MEMORIAL HOSPITAL

Scranton, Pa.

Educational requirements: At least 1 year of high school or equivalent

Course: 3 years

Credit: Diploma

NURSING

***STATE HOSPITAL**
Scranton, Pa.

Educational requirements: 2 years of high school or its equivalent
Course: 3 years

Credit: Diploma

***MOSES TAYLOR HOSPITAL**
Scranton, Pa.

Educational requirements: At least 1 year of high school or equivalent
Course: 3 years

Credit: Diploma

Lancaster County

***COLUMBIA HOSPITAL**
Columbia, Pa.

Admission requirements: Age 18 to 35 years. Good English education required
Course: 3 years
Credit: Diploma
Allowance: \$6 a month 1st year
\$8 a month 2nd year
\$10 a month 3rd year

***LANCASTER GENERAL HOSPITAL**
Lancaster, Pa.

Educational requirements: 2 years of high school or its equivalent
Course: 3 years

Credit: Diploma

***ST. JOSEPH'S HOSPITAL**
Lancaster, Pa.

Educational requirements: Grammar school education
Course: 3 years

Credit: Diploma

Lawrence County

***SHENANGO VALLEY HOSPITAL**
New Castle, Pa.

Educational requirements: 1 year of high school or equivalent
Course: 3 years

Credit: Diploma

Lebanon County

***GOOD SAMARITAN HOSPITAL**
Lebanon, Pa.

Educational requirements: 1 year of high school or equivalent
Course: 3 years

Credit: Diploma

Lehigh County

***EDWARD HARVEY MEMORIAL NURSES COLLEGE**
ALLENTOWN HOSPITAL
Allentown, Pa.

Educational requirements: 1 year of high school or equivalent
Course: 3 years

Credit: Diploma

***HOMEOPATHIC STATE HOSPITAL**
Allentown, Pa.

Educational requirements: 1 year of high school or equivalent
Course: 3 years

Credit: Diploma

SACRED HEART HOSPITAL
Allentown, Pa.

Educational requirements: 1 year of high school or equivalent
Course: 3 years

Credit: Diploma

Luzerne County

***MERCY HOSPITAL**
Wilkes-Barre, Pa.

Educational requirements: At least 1 year of high school
Course: 3 years

Credit: Diploma

***NESBITT WEST SIDE HOSPITAL**
 Dorrancetown, Pa. (P. O. address, Kingston, Pa.)
Educational requirements: 1 year of high school or equivalent
Course: 3 years *Credit:* Diploma

***PITTSTON HOSPITAL**
 Pittston, Pa.
Educational requirements: 2 years of high school
Course: 2½ years *Credit:* Diploma

***STATE HOSPITAL**
 Hazleton, Pa.
Educational requirements: At least 1 year of high school
Course: 3 years *Credit:* Diploma

***STATE HOSPITAL OF NANTICOKE**
 Nanticoke, Pa.
Educational requirements: 1 year of high school
Course: 2½ years *Credit:* Diploma

***WILKES-BARRE CITY HOSPITAL**
 Wilkes-Barre, Pa.
Educational requirements: 1 year of high school or equivalent
Course: 3 years *Credit:* Diploma

***WYOMING VALLEY HOMEOPATHIC HOSPITAL**
Educational requirements: 1 year of high school or equivalent
Course: 3 years *Credit:* Diploma

Lycoming County

JERSEY SHORE HOSPITAL
 Jersey Shore, Pa.
Educational requirements: Grammar school
Course: 3 years *Credit:* Diploma

***WILLIAMSPORT HOSPITAL**
 Williamsport, Pa.
Educational requirements: At least 1 year of high school
Course: 3 years *Credit:* Diploma

McKean County

***BRADFORD HOSPITAL**
 Bradford, Pa.
Educational requirements: 2 years of high school or its equivalent
Course: 3 years *Credit:* Diploma

***KANE SUMMIT HOSPITAL**
 Kane, Pa.
Educational requirements: 1 year of high school or equivalent
Course: 3 years *Credit:* Diploma

Mercer County

***THE CHRISTIAN H. BUHL HOSPITAL**
 Sharon, Pa.
Educational requirements: At least 1 year of high school
Course: 3 years *Credit:* Diploma

***GREENVILLE HOSPITAL**
 Greenville, Pa.
Educational requirements: 1 year of high school or equivalent
Course: 3 years *Credit:* Diploma

***MERCER SANITARIUM**
 Mercer, Pa.
Educational requirements: 1 year of high school
Course: 3 years *Credit:* Diploma

NURSING

Mifflin County

*LEWISTOWN HOSPITAL AND TRAINING SCHOOL
Lewistown, Pa.

Educational requirements: 1 year of high school or equivalent

Course: 3 years

Credit: Diploma

Montgomery County

*ABINGTON MEMORIAL HOSPITAL
Abington, Pa.

Admission requirements: Age 18 to 35 years

Course: 2½ years

Credit: Diploma

Allowance: \$5 a month during entire course

*BRYN MAWR HOSPITAL
Bryn Mawr, Pa.

Admission requirements: Age 21 to 33 years. A high school education or its equivalent required

Credit: Diploma

Allowance: \$5 a month on probation
\$8 a month rest of 1st year
\$10 a month 2nd year
\$12 a month 3rd year

STATE HOSPITAL FOR INSANE (MEN'S AND WOMEN'S DEPT.)

Norristown, Pa.

Educational requirements: Grammar school

Course: 2 years

*THE POTTSTOWN HOSPITAL
Pottstown, Pa.

Educational requirements: 1 year of high school or equivalent

Course: 3 years

Credit: Diploma

*HOMEOPATHIC HOSPITAL
Pottstown, Pa.

Course: 3 years

Credit: Diploma

*CHARITY HOSPITAL
Norristown, Pa.

Educational requirements: Grammar school

Course: 3 years

Credit: Diploma

Montour County

*GEO. F. GEISINGER MEMORIAL HOSPITAL
Danville, Pa.

Course: 3 years

Credit: Diploma

STATE HOSPITAL FOR INSANE
Danville, Pa.

Educational requirements: Grammar school

Course: 2 years

Credit: Diploma

Northampton County

*EASTON HOSPITAL
Easton, Pa.

Educational requirements: 1 year of high school or equivalent

Course: 3 years

Credit: Diploma

*ST. LUKE'S HOSPITAL
South Bethlehem, Pa.

Educational requirements: 1 year of high school or equivalent

Course: 3 years

Credit: Diploma

Philadelphia County

*ST. AGNES' HOSPITAL
Philadelphia, Pa.

Admission requirements: Age 18 to 35 years. Two years of high school or its equivalent

Course: 3 years

Allowance: \$5 a month during entire course

NURSING

***ST. CHRISTOPHER'S HOSPITAL FOR CHILDREN**
Lawrence and Huntingdon Streets, Philadelphia

Educational requirements: Good English education. Age 20 to 32 years
Course: 3 years *Credit:* Diploma
Allowance: \$7 per month

***ST. JOSEPH'S HOSPITAL**
17th and Girard Ave., Philadelphia, Pa.

Admission requirements: Age 22 to 35 years. One year of high school or equivalent
Course: 3 years, affiliating 2 months with Woman's College Hospital in maternity work
Allowance: \$5 a month during entire course

***ST. LUKE'S HOSPITAL**
Broad and Wingohocking Streets, Philadelphia, Pa.

Admission requirements: 18 to 35 years. Will take grammar school graduates
Course: 3 years, affiliating with Hahnemann Hospital for Maternity Nursing
Allowance: \$8 a month 1st year and half
\$10 a month 2nd year and half

***ST. MARY'S HOSPITAL**
Frankford Avenue and Palmer Street, Philadelphia, Pa.

Admission requirements: Age 18 to 35 years. One year of high school required, or its equivalent
Course: 3 years *Allowance:* \$5 a month during course

***ST. TIMOTHY'S HOSPITAL**
Roxborough, Philadelphia, Pa.

Admission requirements: Age 18 to 35 years. One year of high school required, or its equivalent
Course: 3 years *Allowance:* \$7 a month 1st year
\$8 a month 2nd year
\$9 a month 3rd year

***AMERICAN STOMACH HOSPITAL**
1809 Wallace Street, Philadelphia, Pa.

Admission requirements: Age 18 to 35 years. At least 2 years of high school or its equivalent required, but prefer High School graduate
Course: 3 years—6 months' affiliation with Phila. Gen. Hospital *Credit:* Diploma
Allowance: \$12 a month during course, including probationary period

***CHESTNUT HILL HOSPITAL**
8835 Germantown Avenue, Philadelphia, Pa.

Admission requirements: Age 21 to 35 years. A high school education or its equivalent
Credit: Diploma *Allowance:* \$8 a month during course

***CHILDREN'S HOSPITAL**
18th and Bainbridge Streets, Philadelphia, Pa.

Admission requirements: Age 18 to 35 years. Two years of high school or its equivalent required
Course: 3 years *Credit:* Diploma
During last year—6 months' affiliation with Philadelphia General Hospital
3 months' affiliation with Preston Retreat
2 months' affiliation with Visiting Nurse Society
Allowance: \$5 a month 1st year
\$8 a month 2nd year
\$9 a month 3rd year

***CHILDREN'S HOMEOPATHIC HOSPITAL**
Franklin and Thompson Streets, Philadelphia, Pa.

Admission requirements: Age limit: 19 and 35 years. One year of high school or its equivalent required
Course: 3 years—6 months' affiliation with adult hospitals gives experience in nursing men and women *Credit:* Diploma
Allowance: \$7 a month 1st year
\$10 a month 2nd year
\$12 a month 3rd year

***FREDERICK DOUGLASS HOSPITAL (COLORED)**
1530 Lombard Street, Philadelphia, Pa.

Admission requirements: Age 21 to 35 years. At least 2 years of high school required, or its equivalent
Course: 3 years *Credit:* Diploma
Allowance: No allowance made. Uniforms and text books furnished

NURSING

*FRANKFORD HOSPITAL

Frankford Avenue and Wakeling Street, Frankford, Pa.

Admission requirements: Age 19 to 35 years. One year of high school or its equivalent. Women of superior education and culture will receive preference, provided they meet the requirements in other particulars.

Course: 3 years. Classes formed March and September

Credit: Diploma

Allowance: \$10 a month during course

*FRIEND'S HOSPITAL

Frankford, Pa.

Admission requirements: Age 18 to 35 years. At least one year of high school or equivalent

Course: 3 years

Credit: Diploma

Allowance: \$18 a month 1st year

\$8 a month 2nd year

(which is spent at Harlem Hospital, New York City)

\$20 a month 3rd year

*GARRETSON HOSPITAL

1813 Hamilton Street, Philadelphia, Pa.

Admission requirements: Age 19 to 35 years. Grammar school education, but one or two years of high school preferred

Course: 3 years, affiliating with Samaritan 6 months—2 months' children's nursing and 4 months' general medical nursing

Credit: Diploma

Allowance: \$7 a month during course

*GERMANTOWN DISPENSARY AND HOSPITAL

Germantown, Pa.

Admission requirements: Age 19 to 35 years. Two years of high school at least, or its equivalent

Course: 3 years, affiliating 2 months with Visiting Nurse Society during 3rd year

Credit: Diploma

Allowance: \$8 a month 1st year

\$9 a month 2nd year

\$10 a month 3rd year

*HAHNEMANN MEDICAL COLLEGE HOSPITAL

Fifteenth and Race Streets, Philadelphia, Pa.

Admission requirements: Age 20 to 32 years. Two years of high school or its equivalent

Course: 3 years. Classes open September and January

Credit: Diploma

Allowance: \$5 a month 1st year

\$7 a month 2nd year

\$10 a month 3rd year

*HOWARD HOSPITAL

Broad and Catherine Streets, Philadelphia, Pa.

Admission requirements: Age 18 to 35 years. One year of high school required, or its equivalent

Course: 3 years

Credit: Diploma

Allowance: \$5 a month 1st year

\$7.50 a month 2nd year

\$10 a month 3rd year

*JEFFERSON HOSPITAL

Tenth and Sansom Streets, Philadelphia, Pa.

Admission requirements: Age 21 to 35 years. High school graduate, or the equivalent

Course: 3 years

Credit: Diploma

Allowance: \$6 a month 1st year

\$7 a month 2nd year

\$8 a month 3rd year

*JEWISH HOSPITAL

York Road and Tabor Street, Philadelphia, Pa.

Admission requirements: Age 19 to 35 years. One year of high school or its equivalent

Course: 3 years, affiliating with Visiting Nurse Society 3rd year

Credit: Diploma

Allowance: \$10 a month after probationary period

*KENSINGTON HOSPITAL FOR WOMEN

136 Diamond Street, Philadelphia, Pa.

Admission requirements: Age 18 to 35 years. One year of high school or its equivalent. Candidates received at any time in the year when there are vacancies

Course: 3 years

Credit: Diploma

Allowance: \$6 a month during the course

*THE LANKENAU HOSPITAL

Corinthian and Girard Avenues, Philadelphia, Pa.

Admission requirements: Age 21 to 35 years. One year of high school or its equivalent

Course: 3 years

Credit: Diploma

Allowance: \$10 a month during course

NURSING

LYING-IN-CHARITY HOSPITAL
Eleventh and Cherry Streets, Philadelphia, Pa.

Admission requirements: Age 18 to 40 years. Common school education.
Course has been one year, due to the war, but it is expected it will be raised to two years
Allowance: \$5 a month

***MERCY HOSPITAL (COLORED)**
17th and Fitzwater Streets, Philadelphia, Pa.

Admission requirements: Age 18 to 35. Two or three years of high school required (or its equivalent) but high school graduate preferred
Course: 3 years, with outside experience during last year
Credit: Diploma
Allowance: No allowance made. Uniforms provided

***METHODIST EPISCOPAL HOSPITAL**
Broad and Wolf Streets, Philadelphia, Pa.

Admission requirements: Age 19 to 35 years. One year of high school required, but women of superior education preferred, provided they meet the requirements in other particulars
Credit: Diploma
Allowance: \$6 a month during course

***MOUNT SINAI HOSPITAL**
Fifth and Reed Streets, Philadelphia, Pa.

Admission requirements: Age 19 to 30 years. At least one year of high school required, a graduate preferred.
Course: 3 years
Allowance: \$10 a month 1st year
\$12 a month 2nd year
\$14 a month 3rd year

***NORTHWESTERN GENERAL HOSPITAL**
2017 N. 22nd Street, Philadelphia, Pa.

Admission requirements: Age 18 to 35 years. One year of high school or its equivalent
Credit: Diploma
Allowance: \$6 a month 1st year
\$7 a month 2nd year
\$8 a month 3rd year

***PENNSYLVANIA HOSPITAL**
Eighth and Spruce Streets, Philadelphia, Pa.

Admission requirements: Age between 21 and 35 years. One year of high school work or its equivalent required, but women of superior education preferred
Course: 3 years
Allowance: \$10 a month
Classes enter in August, October, February and May

***PENNSYLVANIA HOSPITAL (WOMEN'S DEPT.)**
44th and Market Streets, Philadelphia, Pa.

Subjects: Nursing of Mental and Nervous Diseases with fifteen months' affiliation at a General Hospital where pupil receives experience in medical, surgical, obstetrical and children's nursing.

Admission requirements: Age between 20 and 35 years. A high school education or its equivalent is desirable
Course: 3 years
Credit: Diploma
Allowance: \$18 a month, and while at the general hospital, they receive the remuneration paid by that hospital

***PHILADELPHIA GENERAL HOSPITAL**
34th and Pine Streets, Philadelphia, Pa.

Admission requirements: Age 18 to 35 years. One year of high school preferred
Course: 3 years
Credit: Diploma
Allowance: \$9 a month. Uniforms provided

***PHILADELPHIA ORTHOPAEDIC HOSPITAL**
17th and Summer Streets, Philadelphia, Pa.

Affiliations: Episcopal Hospital, four months; Jewish Hospital, three months.

Admission requirements: Age 22 to 32 years preferred. At least one year of high school required. Candidates taken on probation as vacancies occur
Credit: Diploma
Allowance: \$6 a month for probation term
\$8 a month for 1st and 2nd years
\$10 a month for 3rd year

NURSING

*POLYCLINIC HOSPITAL

18th and Lombard Streets, Philadelphia, Pa.

Admission requirements: Age 18 to 35 years. Two years of high school or its equivalent required

Course: 3 years, affiliating with Visiting Nurse Association

Credit: Diploma

Allowance: \$6 a month 1st year
\$8 a month 2nd year
\$10 a month 3rd year

*PRESBYTERIAN HOSPITAL

51 N. 39th Street, Philadelphia, Pa.

Admission requirements: Age 20 to 35 years. Two years of high school or its equivalent required, but women of superior education preferred

Course: 3 years

Credit: Diploma

Allowance: Probationers will be provided with uniforms and an allowance for shoes the first year. Also text books are provided
2nd year, \$9 a month
3rd year, \$12 a month

*THE JOSEPH PRICE HOSPITAL

241 N. 18th Street, Philadelphia, Pa.

Admission requirements: Age 18 to 35 years. High school graduates only

Course: 3 years

Credit: Diploma

Allowance: \$8 a month 1st year
\$10 a month 2nd year
\$12 a month 3rd year

*HOSPITAL OF THE PROTESTANT EPISCOPAL CHURCH

Front and Lehigh Avenue, Philadelphia, Pa.

Admission requirements: Age 21 to 35 years. At least 2 years of high school or its equivalent required

Course: 3 years

Allowance: \$6 a month 1st year
\$8 a month 2nd year
\$8 a month 3rd year

*ROOSEVELT HOSPITAL

712 N. 5th Street, Philadelphia, Pa.

Admission requirements: Age 20 to 30 years. Grammar school education required

Course: 3 years

Credit: Diploma

Allowance: \$6 a month during course

*SAMARITAN HOSPITAL

Philadelphia, Pa.

Admission requirements: Age 19 to 35 years. One year of high school required, or its equivalent

Course: 3 years

Credit: Diploma

Allowance: \$5 a month during course

*STETSON HOSPITAL

1745 N. Fourth Street, Philadelphia, Pa.

Admission requirements: Age 21 to 35 years

Course: 3 years

Credit: Diploma

Allowance: \$8 a month 1st year
\$9 a month 2nd year
\$10 a month 3rd year

*HOSPITAL OF UNIVERSITY OF PENNSYLVANIA

Philadelphia, Pa.

Admission requirements: Age between 21 and 35 years. Two years of high school required

Course: 3 years. Applicants taken in as vacancy occurs

Credit: Diploma

Allowance: \$7 a month 1st year
\$7 a month 2nd year
\$7 a month 3rd year

*WEST PHILADELPHIA GENERAL HOMEOPATHIC HOSPITAL

Philadelphia, Pa.

Admission requirements: Age 18 to 35 years. Grammar school graduates accepted, but better education preferred

Course: 3 years

Credit: Diploma

Allowance: \$7 a month 1st year
\$10 a month 2nd year
\$10 a month 3rd year

*WEST PHILADELPHIA HOSPITAL FOR WOMEN

4035 Parrish Street, Philadelphia, Pa.

Admission requirements: Age 18 to 35 years

Course: 3 years

Credit: Diploma

Allowance: \$5 a month 1st year
\$8 a month 2nd year
\$8 a month 3rd year

N U R S I N G

***WOMAN'S HOSPITAL OF PHILADELPHIA** 2137 N. College Avenue, Philadelphia, Pa.

Admission requirements: Age 18 to 35 years. High school graduate or business college
Course: 3 years *Allowance:* \$6 a month 1st year
 Affiliate with Lankenau Hospital \$7 a month 2nd year
 (Men's Ward and Dispensary) \$10 a month 3rd year

***WOMAN'S HOMEOPATHIC ASSOCIATION OF PENNSYLVANIA** 20th and Susquehanna Avenue, Philadelphia, Pa.

Admission requirements: Age 21 to 35 years. One year of high school or its equivalent required
Course: 3 years *Allowance:* From \$4 to \$8 per month
Credit: Diploma

***WOMAN'S MEDICAL COLLEGE HOSPITAL** Philadelphia, Pa.

The training includes a preliminary course of four months of didactic and laboratory work for one-half of each day. This course includes Anatomy, Physiology, Chemistry, Nutrition, Theoretical, Drugs and Solutions, Bacteriology, Bandaging, personal hygiene, ethics in nursing. Young women not yet affiliated with any hospital training school may enter for the four months' preliminary course of training on payment of a fee of \$50, plus \$2.50 for laboratory materials.

Admission requirements: Age 19 to 35 years. One year of high school
Course: 3 years *Allowance:* \$5 a month 1st year
Credit: Diploma \$8 a month 2nd year
\$10 a month 3rd year

***WOMEN'S SOUTHERN HOMEOPATHIC HOSPITAL** 739 S. Broad Street, Philadelphia, Pa.

Admission requirements: Age 20 to 30 years. One year of high school required
Course: 3 years, including 3 months' affiliation with Women's Homeopathic Hospital,
 20th and Susquehanna Avenue, for male nursing and emergencies
Credit: Diploma *Allowance:* \$6 a month 1st year
\$8 a month 2nd year
\$10 a month 3rd year

Potter County

NORTH PENNSYLVANIA GENERAL HOSPITAL Austin, Pa.

Educational requirements: Good English education
Course: 3 years *Credit:* Diploma

GRACE HOSPITAL Coudersport, Pa.

Educational requirements: Good English education

Schuylkill County

***POTTSVILLE HOSPITAL** Pottsville, Pa.

Educational requirements: 1 year of high school or its equivalent
Course: 3 years *Credit:* Diploma

***SCHUYLKILL COUNTY HOSPITAL** Schuylkill Haven, Pa.

Educational requirements: Good English education
Course: 3 years *Credit:* Diploma

***STATE HOSPITAL** Ashland, Pa.

Educational requirements: 1 year of high school or its equivalent
Course: 3 years *Credit:* Diploma

***STATE HOSPITAL** Coaldale, Pa.

Educational requirements: 1 year of high school or its equivalent
Course: 3 years *Credit:* Diploma

NURSING

Somerset County

***WINDBER HOSPITAL**

Windber, Pa.

Educational requirements: 1 year of high school or its equivalent

Course: 3 years

Credit: Diploma

Tioga County

***BLOSSBURG STATE HOSPITAL**

Blossburg, Pa.

Educational requirements: 2 years of high school or its equivalent

Course: 3 years

Credit: Diploma

Venango County

***OIL CITY HOSPITAL**

Oil City, Pa.

Educational requirements: 1 year of high school or its equivalent

Course: 3 years

Credit: Diploma

FRANKLIN CITY HOSPITAL

Franklin, Pa.

Educational requirements: Grammar school

Warren County

***STATE HOSPITAL FOR THE INSANE**

Warren, Pa.

Educational requirements: Grammar school graduate

***WARREN GENERAL HOSPITAL**

Warren, Pa.

Educational requirements: 1 year of high school or its equivalent

Course: 3 years

Credit: Diploma

Washington County

CANONSBURG GENERAL HOSPITAL

Canonsburg, Pa.

Educational requirements: 1 year of high school or its equivalent

Course: 3 years

Credit: Diploma

***CITY HOSPITAL ASSOCIATION**

Washington, Pa.

Educational requirements: 1 year of high school or its equivalent

Course: 3 years

Credit: Diploma

***WASHINGTON HOSPITAL**

Washington, Pa.

Educational requirements: 1 year of high school or its equivalent

Course: 3 years

Credit: Diploma

***MONONGAHELA MEMORIAL HOSPITAL**

Monongahela, Pa.

Educational requirements: 2 years of high school or its equivalent

Course: 3 years

Credit: Diploma

Westmoreland County

***CITIZENS' GENERAL HOSPITAL**

New Kensington, Pa.

Educational requirements: 1 year of high school or its equivalent

Course: 3 years

Credit: Diploma

***LATROBE HOSPITAL**

Latrobe, Pa.

Educational requirements: 1 year of high school or its equivalent

Course: 3 years

Credit: Diploma

NURSING

***MEMORIAL HOSPITAL**

Mount Pleasant, Pa.

Educational requirements: 2 years of high school or its equivalent

Course: 3 years

Credit: Diploma

***WESTMORELAND HOSPITAL**

Greensburg, Pa.

Educational requirements: Grammar school

Course: 3 years

Credit: Diploma

York County

***YORK HOSPITAL**

York, Pa.

Educational requirements: 1 year of high school or its equivalent

Course: 3 years

Credit: Diploma

For further details of training courses, application should be made to Miss Roberta M. West, Chairman of the Standing Committee on Nursing, Woman's Committee, C. N. D., 7th floor Finance Building, Philadelphia.

PROFESSIONS

Dentistry

THOMAS W. EVANS MUSEUM AND DENTAL INSTITUTE
University of Pennsylvania, Philadelphia

Subjects (curriculum subject to change): First year: Dental anatomy and modeling tooth forms, advanced inorganic chemistry, qualitative chemistry, clinical chemistry, histology and embryology, dental histology, anatomy, osteology, prosthetic technic, operative technic, physical education, microbiology, zoölogy and botany, dental physics. Second year: Anatomy, bacteriology, pathology, clinical chemistry, materia medica, metallurgy, operative technic, orthodontics, physiology, crown-and-bridge technic, etc. Third and fourth years: To be announced later.

Admission requirements: Completion of a standard four years' high school course or its equivalent, including one year in each of the following sciences: Physics, chemistry and biology, or in lieu thereof by examination

Credit: Degree of D.D.S.

Four years, beginning September

Fees: Total four years, \$869

Dentistry

THE SCHOOL OF DENTISTRY
University of Pittsburgh, Pittsburgh

Subjects: First year: Physics, chemistry and metallurgy, biology, technical drawing, dental anatomy, prosthesis. Second year: Prosthesis, anatomy, physiology, histology, organic and physiological chemistry, operative dentistry. Third year: Prosthesis, materia medica, dental rhetoric, surgery, general and dental pathology, operative dentistry, dental medicine and pharmacology, crown and bridge, orthodontia, ceramics, bacteriology, oral hygiene. Fourth year: Prosthesis, dental rhetoric, operative dentistry, anaesthesia, oral surgery, crown and bridge, orthodontia radiology, therapeutics, history, economics, ethics and jurisprudence.

Admission requirements: At least a regulation four-year high school course or its equivalent

Credit: Degree of D.D.S.

Four years

Fees: Tuition, \$200 per annum
Matriculation fee, \$5
Diploma, \$5

Dentistry

THE PHILADELPHIA DENTAL COLLEGE
Temple University, Philadelphia

Subjects: First year: General anatomy, inorganic chemistry, histology, physiology, dental anatomy and operative technic, prosthetic technic, physics, bacteriology, English. Second year: Anatomy, chemistry, organic and physiologic, physiology and hygiene, dental histology, bacteriology, clinical dentistry, etc. Third year: Pathology, therapeutics and materia medica, operative and prosthetic dentistry, orthodontia technic, oral surgery, crown and bridge technic, radiology, physical diagnosis and anesthesia, etc. Fourth year: Dental pathology, therapeutics and materia medica, oral surgery, orthodontia, oral hygiene and prophylaxis, dental ethics and jurisprudence, crown and bridge, ceramics, etc.

Admission requirements: Completion of a four years' high school course

Credit: Degree of D.D.S.

Tuition: About \$200 per year

Law

THE LAW SCHOOL

University of Pennsylvania, Philadelphia

Subjects: First year: Property, criminal law, torts, contracts, agency, civil procedure and pleading. Second year: Law of association, trusts, sales, evidence, property, bills and notes, equity jurisdiction. Third year: Law of association, property (conditions and future interests), legal ethics, conflict of laws, quasi contracts, constitutional law, carriers, criminal procedure, public service corporations, suretyship, mortgages, equity, comparative patents, trademarks and copyrights, damages, practice of various States, code pleading, Pennsylvania law.

Admission requirements: The degree of Bachelor of Arts or its equivalent from an approved university or college

Credit: Degree of Bachelor of Laws
Three years, September to June

Tuition: \$200 per annum
Other fees: About \$15

Law

SCHOOL OF LAW

University of Pittsburgh, Pittsburgh

Subjects: Junior class: Agency, common law property rights, contracts, criminal law, domestic relations, legal history, real property, torts. Middle class: Bailments and carriers, common law procedure, constitutional law, contracts, damages, equity, evidence, insurance, negotiable instruments, partnership, real estate. Senior class: Bailments, bankruptcy, common pleas practice, conflict of laws, constitutional law, corporations, criminal law and procedure, damages, equity pleading and practice, evidence, insurance, orphans' court, restraint of trade, sales.

Admission requirements: At least two years' work at an approved college or university

Credit: Degree of Bachelor of Laws
Three years

Tuition: \$150 per annum
Graduation fee: \$5

Law

TEMPLE UNIVERSITY

Broad and Berks Streets, Philadelphia

Subjects: First year: Elementary law, pleading at law, contracts, torts. Second year: Real property, landlord and tenant, equity jurisprudence, criminal law and procedure, insurance. Third year: Corporations, constitutional law, decedents' estates, domestic relations, bankruptcy, negotiable instruments, etc. Fourth year: Partnership, evidence, practice of law, bailments and carriers legal ethics, etc.

Admission requirements: Graduation from a recognized college or university, or graduation from an approved high school, with examinations on subjects required not covered by the diploma

Credit: Degree of Bachelor of Laws
Four years

Tuition: \$90 per year

Matriculation and graduation fees: \$15

Medicine

SCHOOL OF MEDICINE

University of Pennsylvania, Philadelphia

Subjects: First year: Anatomy, including embryology, normal histology and osteology, physiological chemistry, bacteriology. Second year: Physiology, pathology, pharmacology, toxicology. Third and fourth years: Instruction in the clinical subjects—medicine, surgery, obstetrics, and the specialties.

Admission requirements: Graduation from a standard high school or its equivalent, and a year of college credits in each of the sciences: physics, chemistry and biology. Certificate of vaccination is also required

Credit: M.D. degree
Four years

Tuition: \$200 per year

Other fees varying from \$10 to \$20

Medicine

SCHOOL OF MEDICINE

University of Pittsburgh, Pittsburgh

Subjects: First year: Gross anatomy, comparative anatomy, histology, embryology, physiological chemistry, neurology. Second year: Physiology, topographical anatomy, bacteriology, pharmacology, materia medica, hygiene, pathology, physical diagnosis, surgery. Third year: Physical diagnosis, medicine, therapeutics, pediatrics, laboratory diagnosis, surgery, obstetrics, pathology, post-mortem pathology, history of medicine, ophthalmology, gynecology, neurology, surgical anatomy, roentgenology. Fourth year: Medicine, surgery, G. U. diseases, obstetrics, medical law, neurology, pediatrics, therapeutics, otology, gynecology, post-mortem pathology, laryngology, ophthalmology, psychiatry, orthopedic surgery.

Admission requirements: Two years of recognized college work, including one year of inorganic chemistry, one of organic chemistry, one of physics, one of biology, each with laboratory; one year of English, and two years of college work in, or a satisfactory reading knowledge of a modern foreign language, based upon a four-year high school course

Credit: M.D. degree

Four years, beginning September

Tuition: \$50 per year, plus breakage fee

Medicine

WOMAN'S MEDICAL COLLEGE OF PENNSYLVANIA

21st Street and North College Avenue, Philadelphia

Subjects: First year: Organic and physiological chemistry, anatomy, physiology, histology, embryology. Second year: Physiology, hygiene, pathology, bacteriology, toxicology, medicine, surgery and obstetrics, physical diagnosis, pharmacology, laryngology, ophthalmology, etc. Third year: Applied anatomy, pathology, materia medica, therapeutics, surgery, medicine, obstetrics, gynecology, pediatrics, otology, laryngology, post-mortem technique and surgical pathology, morbid anatomy, clinical pathology, etc. Fourth year: Practice of medicine, obstetrics, surgery and pediatrics, operative obstetrics, otology, laryngology and rhinology, orthopedic surgery, psychiatry, neurology, medical jurisprudence, dietetics, etc.

Admission requirements: A bachelor's degree from an approved college or university, or diploma from an accredited high or preparatory school, with two years' college work or its equivalent. This must include instruction in physics, biology and chemistry and two foreign languages. Certificate of vaccination is also required

Credit: M.D. degree

Four years

Tuition: \$763 for course

Medicine

TEMPLE UNIVERSITY

Broad and Berks Streets, Philadelphia

Subjects: First year: Anatomy, physiology, histology, bacteriology, chemistry and toxicology, materia medica, pharmacy, medical terminology, history of medicine, medical psychology. Second year: Anatomy, physiology, pathology and bacteriology, experimental pharmacology, hygiene and sanitation, embryology, minor surgery and bandaging, symptomatology, physical diagnosis. Third year: Surgery, clinical and operative, surgical pathology, obstetrics, gynecology, medical jurisprudence, medicine, clinical medicine, therapeutics, dietetics, neurology, roentgenology, etc. Fourth year: Medicine, obstetrics, gynecology, clinical surgery, orthopedic surgery, neurology and psychology, genito-urinary surgery, therapeutics, otology, laryngology and rhinology, dermatology, medical ethics, etc.

Admission requirements: Standard high school education or its equivalent, and sixty semester hours of collegiate work in an approved college of liberal arts and sciences

Credit: M.D. degree

Tuition: From \$160 to \$175 per year

Medicine

PHILADELPHIA COLLEGE OF OSTEOPATHY
1822 Spring Garden Street, Philadelphia

Subjects: First year: Anatomy, physics, chemistry, biology, histology, personal hygiene, history of osteopathy, principles of osteopathy, embryology, physiology, first aid (osteopathic and general), toxicology. Second year: Anatomy, chemistry, physiology, principles of osteopathy, pathology, bacteriology, physiology of the nervous system, physiologic chemistry and urinalysis, minor surgery. Third year: Osteopathic applied anatomy, osteopathic obstetrics, neurology, mental diseases, gynecology, symptomatology and therapeutics, general surgery, dietetics, physical diagnosis, hematology, psychology, osteopathic diagnosis and technique, clinical practice, corrective gymnastics. Fourth year: Obstetrics, surgery, diagnosis, ophthalmology, public hygiene and sanitation, osteopathic jurisprudence, diseases of children, hydrotherapy, clinical practice, ear, nose and throat, symptomatology, etc.

Admission requirements: At least a standard four-year high school course. Candidates must present evidence of good moral character

Credit: Leads to the degree of Doctor of Osteopathy (D.O.)

Four years

Tuition: \$150 per annum

POST-GRADUATE WORK IN MEDICINE

Public Hygiene

SCHOOL OF MEDICINE
University of Pennsylvania, Philadelphia

Subjects: Sanitary engineering, sanitary inspection of buildings, practical methods, practical bacteriology, inspection of meat, milk, and other animal products, protozoölogy, arthropods and disease, helminthology and general medical zoölogy, pathology of tropical diseases, medical inspection of schools, vital statistics, sanitary legislation, industrial hygiene, etc.

Admission requirements: At least two years of college work, plus the amount of physics, chemistry and biology required for entrance to medical courses

Credit: For graduates in medicine: the degree of Doctor of Public Hygiene. For those not holding the medical degree: leads to the degree of Certified Sanitarian
One year

Tuition: \$150

Tropical Medicine

SCHOOL OF MEDICINE
University of Pennsylvania, Philadelphia

Subjects: Medical climatology and geography, hygiene of tropics and of ships, tropical medicine, skin diseases of tropics, eye diseases of tropics, protozoölogy, arthropods, helminthology, general medical zoölogy, pathology of tropical diseases, bacteriology of tropical diseases, surgery of tropical diseases.

Admission requirements: Courses are open to reputable graduates in medicine and to students of medicine who may elect them

Credit: Certificate of attendance or of work completed
Fifteen weeks

Tuition: \$150

Post-Graduate Courses in Medicine

WOMAN'S MEDICAL COLLEGE
Twenty-first and North College Avenue, Philadelphia

Subjects: A course in operative gynecology on the cadaver. The number of physicians in each section is limited to six.

Tuition: \$25

Subjects: Obstetrics.

Tuition: \$25

Subjects: Six weeks of clinical instruction in diseases of the nose, ear and throat.

Tuition: \$50

Subjects: Bacteriology, physiology, pathology, clinical pathology, and physiological chemistry. Physicians and others who have had the requisite preliminary training will be admitted to the undergraduate laboratory courses in these subjects.

Tuition: \$25 for each course

Pharmacy

PHILADELPHIA COLLEGE OF PHARMACY
145 North Tenth Street, Philadelphia

Subjects: First year: Theory and practice of pharmacy, operative pharmacy, general chemistry, pharmaceutical chemistry, analytical chemistry, pharmaceutical botany, materia medica, pharmaceutical Latin,

pharmaceutical arithmetic. Second year: Theory and practice of pharmacy, operative pharmacy, dispensing, commercial pharmacy, general chemistry, pharmaceutical chemistry, quantitative analysis and pharmaceutical assaying, materia medica, pharmacognosy, bacteriology, hygiene, biology, assaying, pharmaceutical Latin.

Admission requirements: Two years of approved high school work or its equivalent, certified to by the Pennsylvania Bureau of Professional Education

Credit: Leads to the degree of Graduate in Pharmacy (Ph.G.)

Minimum age: 17 years

Two years

Tuition: \$135 per annum

Subjects: Four college years leading to the degree of Bachelor of Science in Pharmacy and Chemistry (B.Sc.).

Admission requirements: A four years' high school course or its equivalent

Tuition: \$150 per annum

Post-graduate courses are also offered, leading to the degrees of Bachelor in Pharmacy (Phar.B.), Doctor of Pharmacy (Phar.D.), and Pharmaceutical Chemist (Ph.C.).

Pharmacy

SCHOOL OF PHARMACY

University of Pittsburgh, Pittsburgh

Subjects: Junior year: Chemical physics, general inorganic chemistry, qualitative analysis, chemical preparations, pharmaceutical physics, galenical pharmacy, pharmacy of inorganic drugs, structural and systematic botany, materia medica, microscopy, elementary pharmacognosy, pharmaceutical arithmetic, stoichiometry, pharmaceutical Latin. Senior year: Chemistry of the metals, quantitative analysis (volumetric and gravimetric), general organic chemistry, pharmacy of organic drugs, toxicology, applied pharmacy, pharmaceutical assaying, materia medica, histological pharmacognosy, bacteriology, anatomy and physiology, pharmaceutical jurisprudence.

Admission requirements: Two years' instruction in an approved high school or academy of equal standing, certified to by the Pennsylvania Bureau of Professional Education

Credit: Leads to the degree of Graduate in Pharmacy (Ph.G.)

Two years

Tuition: \$150 per year

Subjects: Three full terms of lectures and laboratory instruction, leading to the degree of Pharmaceutical Chemist (Ph.C.).

Post-graduate courses are also offered, leading to the degrees of Doctor of Pharmacy (Phm.D.) and Master in Pharmacy (Phm.M.).

Pharmacy

TEMPLE UNIVERSITY

Broad and Berks Streets, Philadelphia

SCIENTIFIC SUBJECTS

Agricultural Bacteriology

PENNSYLVANIA STATE COLLEGE
State College

Subjects: Elective subjects which, taken in addition to the subjects offered in the State College Two-Year Course in Agriculture (see Agriculture and Allied Subjects), provide a thorough course in agricultural chemistry, bacteriology, botany and plant pathology, and prepare for the position of assistant in health and agricultural laboratories. Subjects include: First year: Advanced agricultural chemistry; crop diseases; wood identification; general bacteriology; wood properties and inspection; general botany; classification of plants. Second year: Special soil and crop analysis; farm wood shop; hygienic bacteriology; botanical and pathological problems; botanical technique; rural economics; special dairy and food chemistry; agricultural education; dairy bacteriology; general plant pathology; rural sociology.

(For admission requirements, college fees, etc., see Two-Year Course in Agriculture, Pennsylvania State College)

General and Applied Bacteriology

PHILADELPHIA COLLEGE OF PHARMACY
145 North Tenth Street, Philadelphia

Subjects: A course of 240 hours planned to meet the needs of chemists, hospital bacteriologists, and to serve as a training for public health service. Subjects include general bacteriology, medical bacteriology, industrial training and public health laboratory methods, hematology, examination of urine, serology, etc.

Admission requirements: Two years of approved high school study or its equivalent

Credit: Certificate

Classes begin in October and January

Tuition: \$50

Books: Approximately \$5

Biology

BUCKNELL UNIVERSITY
Lewisburg

Subjects: First year: Algebra, general chemistry, German or French, trigonometry, rhetoric, oratory, analytical geometry, qualitative chemistry. Second year: Rhetoric, biology, quantitative chemistry, vertebrate and invertebrate zoölogy, physiology, drawing, botany, scientific German, or French, electives. Third year: Psychology, mechanics, sanitary science, physics, neurology, history of art, or South America, electives. Fourth year: Comparative anatomy, embryology, social ethics, histology, political ethics, bacteriology, forestry, electives.

Admission requirements: Four years' course of study in high or preparatory school of superior standing

Credit: Leads to the first degree in Biological Science

Four years

Tuition: \$150 per annum

Biology

UNIVERSITY OF PENNSYLVANIA
Philadelphia

Four years

Tuition: \$200 per year
Laboratory fee: \$25

Chemistry

UNIVERSITY OF PITTSBURGH
Pittsburgh

Subjects: Intensive course for the war emergency, covering three college years and three summer terms of eight weeks each. Subjects include: First year: German, English, mathematics, chemistry, physics, physical education. Second year: Mathematics, German, chemistry, physics, graphics, physical education. Third year: Chemical German, chemistry, electives.

Admission requirements: Fifteen units of academic work, ten of which must be in the following subjects: English, mathematics, algebra, history, physics, German or French
Minimum age: 16 years
(For further details of this course, application should be made to the Dean of the School of Chemistry, University of Pittsburgh)

Four-Year Courses in Chemistry (leading to the Degree of Bachelor of Science)

PENNSYLVANIA STATE COLLEGE
State College

SWARTHMORE COLLEGE
Swarthmore

UNIVERSITY OF PITTSBURGH
Pittsburgh

TEMPLE UNIVERSITY
Broad and Berks Streets, Philadelphia

Chemistry

SOUTH PHILADELPHIA EVENING HIGH SCHOOL
Broad and Jackson Streets, Philadelphia

Subjects: First year: Lectures, experiments, recitations. Second year: Laboratory work. (Prerequisite: First year course or its equivalent. This laboratory course may be continued beyond the second year.)

Admission requirements: Completion of the elementary school course or its equivalent
Credit: Certificate
Two years
Tuition: Free
Laboratory fee: \$2

Evening Courses in Chemistry

YOUNG MEN'S CHRISTIAN ASSOCIATION OF PHILADELPHIA
1421 Arch Street, Philadelphia

(A combination of the four following courses forms the equivalent of a collegiate course in chemistry. These courses are designed to prepare students for positions as analytical chemists.)

Subjects: General Chemistry. Elements and compounds, electro-chemistry, union by weights and volume, periodic law, halogens, vapor density, molecular and atomic weight. This course covers all that is required for college entrance.

Admission requirements: Grammar school education
One year
Tu. and Th. 7:45-9:45 P.M.

Tuition: \$22
Breakage deposit: \$5

Subjects: Qualitative analysis. Chemical reactions of the common metallic and acidic radicals; systematic separation of metallic radicals from solution; analysis of solids and alloys.

Prerequisite: Course in general chemistry
One year
Tu. and Th. 7:45-9:45 P.M.

Tuition: \$22
Breakage deposit: \$5

SCIENTIFIC SUBJECTS

Subjects: Quantitative analysis and organic chemistry. Gravimetric and volumetric analysis; elements of organic chemistry; study of the carbon compounds.

Prerequisite: Course in qualitative analysis

One year

Tu. and Th. 7:45-9:45 P.M.

Tuition: \$22

Breakage deposit: \$5

Subjects: Advanced qualitative analysis. Emphasis is placed upon analysis of industrial products in the field in which the student is preparing to work.

Prerequisite: Course in qualitative analysis

One year

Tu. and Th. 7:45-9:45 P.M.

Tuition: \$22

Breakage deposit: \$5

Evening Courses in Chemistry

CENTRAL EVENING HIGH SCHOOL

Broad and Green Streets, Philadelphia

DREXEL INSTITUTE

Thirty-second and Chestnut Streets, Philadelphia

NORTHEAST EVENING HIGH SCHOOL

Eighth Street and Lehigh Avenue, Philadelphia

WEST PHILADELPHIA EVENING HIGH SCHOOL

Forty-eighth and Walnut Streets, Philadelphia

Practical Course in Chemistry

WILLIAM PENN EVENING HIGH SCHOOL

Fifteenth and Wallace Streets, Philadelphia

Subjects: Fundamentals of general chemistry with emphasis upon pharmaceutical, industrial and household chemistry. Planned for those who intend to study nursing, pharmacy, medicine and dentistry.

Admission requirements: Completion of the elementary school course or its equivalent

Credit: Certificate

One year

Tuition: Free

Agricultural Chemistry

STATE COLLEGE OF PENNSYLVANIA

State College

Subjects: First year: Subjects include botany, algebra, plane geometry, rhetoric, composition, chemistry, breeds of live stock, principles of dairying, French, German or Spanish. Second year: Agricultural bacteriology, carbon compounds, qualitative analysis, French, German or Spanish, geology, mechanics and heat, general agricultural chemistry, soils, genetics, horticulture, etc. Third year: Agricultural chemistry, secondary agricultural industries, hygienic bacteriology, quantitative analysis, English economic history, zoölogy, soil and fertilizer analysis, organic chemistry, electricity and optics. Fourth year: Food chemistry, agricultural analysis, economics, chemistry of animal physiology, problems of agricultural chemistry, etc.

Admission requirements: High school graduation

Credit: Leads to the degree of Bachelor of Science

Four years

Tuition: Free

Incidental fees: About \$50, plus laboratory fee

Agricultural Chemistry

WESTMINSTER COLLEGE

New Wilmington

Subjects: Courses in chemistry and biology, furnishing practical instruction in the line of agriculture, and following the official methods of the

SCIENTIFIC SUBJECTS

Bureau of Chemistry. Subjects include general chemistry, economic zoölogy, plant pathology, agricultural chemistry (analysis of soils, fertilizers, and dairy products), etc.

(For details of these courses, fees, etc., application should be made to the Dean of the College)

Applied Chemistry (Course for Nurses)

PITTSBURGH EVENING HIGH SCHOOLS (FOUR CENTERS)

Pittsburgh

Subjects: Unit courses of eighty hours each. Subjects include: (a) fundamental facts and formulas of household chemistry as applied to foods, sanitation and medicine; methods of determining nutrients in foods; chemistry of digestion, etc.; (b) essential facts in human physiology as applied to nursing; general biology as applied to medicine and human ills, etc.

Admission free to all city residents

Credit: Hospital recognition and credit towards graduation as trained nurses

Clinical Chemistry

PHILADELPHIA COLLEGE OF PHARMACY

145 North Tenth Street, Philadelphia

Subjects: Recent chemical determinations and tests of blood, urine and gastric juice.

Admission requirements: Knowledge of the fundamentals of qualitative and quantitative analysis
100 hours

Tuition: \$35

Household Chemistry

YORK HIGH SCHOOL

York

Subjects: First half-year: Inorganic chemistry. Chemical change, decomposition, oxidation, composition of the atmosphere, ventilation, bacteria, the nature of common substances, acids, bases, salts, nomenclature and writing of chemical equations; water, solutions, and water purification, simple tests for impurities, chemical purification; solid, liquid and gaseous fuels and illuminants, methods of heating, etc. Second half-year: Organic chemistry. Carbon compounds, foodstuffs and digestive processes; euzymes, absorption, personal hygiene as applied to digestion, leavening agents, beverages, food values and dietetics, food adulteration, food preservation, soaps and other cleansing agents, composition and testing of textiles, dyes, household dyeing, removal of stains, etc.

Elective for third-year students. Also open to special students

One year

Tuition: Free

Industrial Chemistry

TEMPLE UNIVERSITY

Broad and Berks Streets, Philadelphia

Subjects: Analysis of the various illuminating gases, metallurgical products, such as iron, steel, etc.; extractions of zinc, tin, mercury, lead, gold, silver, etc.; fermentation processes; inorganic acids and their important salts, etc.

Admission requirements: High school preparation in physics and chemistry, and Temple University courses in general inorganic and organic chemistry, or their equivalent

Credit: Certificate

Two hours a week for 32 weeks

Tuition: Day, \$10

Evening, \$10

Technical Chemistry

PHILADELPHIA COLLEGE OF PHARMACY
145 North Tenth Street, Philadelphia

Subjects: First year: General chemistry, theory and practice of chemical analysis, microscopic technique, chemical mathematics. Second year: General chemistry, theory and practice in chemical analysis, industrial chemistry, general and industrial bacteriology. Third year: Theoretical and physical chemistry, theory and practice of chemical analysis, chemical mathematics, chemical control in manufacturing, technical microscopy.

Admission requirements: Two years of completed high school study or its equivalent.
Credit: Leads to a certificate of Proficiency in Chemistry *Tuition:* \$200 per year
Three years, beginning in September

Four-Year Chemical-Biological Courses (leading to the Degree of Bachelor of Science)

ALBRIGHT COLLEGE
Myerstown

ALLEGHENY COLLEGE
Meadville

THIEL COLLEGE
Greenville

URSINUS COLLEGE
Collegeville

Special Summer Courses in Chemistry and Biology

ALBRIGHT COLLEGE
Myerstown

ALLEGHENY COLLEGE
Meadville

Food Analysis

TEMPLE UNIVERSITY
Broad and Berks Streets, Philadelphia

Subjects: Analysis in identification and estimation of adulterants, preservatives, etc., and of food composition. Chemistry of digestion of proteins, carbohydrates and fats.

Tuition: \$20
(For prospectus of this course application should be made to the Dean of Temple University)

Training Course for Laboratory Technicians

WOMAN'S MEDICAL COLLEGE OF PENNSYLVANIA
Twenty-first Street and North College Avenue, Philadelphia

Subjects: Section I: Routine clinical laboratory technique. Section II: Histological technique. Section III: Preparation for culture media and care of glassware, including sterilization, storage, etc. Section IV: Bacteriologic technique, including serologic diagnosis.

Admission requirements: Preferably equivalent of high school education or more, including some chemistry and biology.
Credit: Certificate of Proficiency
Entire course: September to April, inclusive
Students may enroll for one or more sections

Tuition: Sect. I, \$40
Sect. II, \$40
Sect. III, \$20
Sect. IV, \$100

Text-book for entire course, \$1

SCIENTIFIC SUBJECTS

Special Course in Laboratory Technique

WEST BRANCH, Y. M. C. A. OF PHILADELPHIA
Fifty-second and Sansom Streets, Philadelphia

Subjects: This course more than covers the requirements of the Surgeon General's office for the training of technicians of Class I—Clinical pathology; Class II—Histological technique; and Class III—Preparation of culture media, care of glassware, etc., with bacteriological analysis of milk and of water.

Admission requirements: Preferably high school education or its equivalent

Credit: Statement of work completed

Tuition: \$75

240 hours work. M. Tu. W. 4 to 6 P.M., and S. 9 A.M. to 5 P.M.

(Hours can be arranged to permit student to take the entire instruction in the evening, if preferred)

Technical Microscopy

PHILADELPHIA COLLEGE OF PHARMACY
145 North Tenth Street, Philadelphia

Subjects: Microscopy of textile fibres and fabrics, microspical examination of paper, microscopy of food, microscopy of drinking water, etc.

Admission requirements: Completion of a course in Microscopic Technique or a course in Elementary Botany

Thirty weeks

Tuition: \$25

Physics

YOUNG MEN'S CHRISTIAN ASSOCIATION OF PHILADELPHIA
1421 Arch Street, Philadelphia

Subjects: All departments of the subject are treated, including mechanics and heat, elementary electricity, light and sound. These subjects form the foundation for the sciences of machines, engines, refrigeration, hydraulics and aviation. The course covers requirements for college entrance.

Admission requirements: Grammar school education

Credit: Certificate

One year, Sept. 16–May 8

W. and F. 7:45–9:45 P.M.

Tuition: \$22

Breakage deposit: \$5

Special Summer Course in College Physics

ALLEGHENY COLLEGE
Meadville

Subjects: Presentation of the first chapters of Carhart's College Physics, with laboratory work in Mechanics.

Admission requirements: Open to those who are qualified to carry on the work

Daily for 6 weeks, beginning in June

Tuition: \$20

Laboratory fee: \$2

SOCIAL AND CIVIC WORK

Medical Social Science

PENNSYLVANIA SCHOOL FOR SOCIAL SERVICE
1302 Pine Street, Philadelphia

Subjects: Designed to teach the underlying principles of social work in hospitals and dispensaries. Subjects include details of organization and administration; method in medical social case work; social psychiatry; comparative study of records, statistics and reports. The social service department is studied in relation to (1) the hospital, (2) the patient, (3) the community, (4) the other social agencies.

Admission requirements: College training or its equivalent

Credit: Certificate

Six months. Course begins February 3, 1919

Tuition: \$50

Social and Civic Work

SCHOOL OF ECONOMICS
University of Pittsburgh, Pittsburgh

Subjects: First year: German, French or Spanish, English, economics, government, physical education. Second year: German, French or Spanish, English, public speaking, American or European history, sociology, municipal government, psychology, physical education. Third and fourth years: Treatment of dependents and delinquents, health problems and medical social service, child welfare, municipal economy, housing and town planning, community center problems, industrial and employment problems, statistics, race problems and immigration, social legislation. In addition to the foregoing, students must elect courses which will fill out the total 128 points required for graduation.

Admission requirements: Fifteen units of work, three of which must be in English, and one in history or social science. Candidates must furnish testimonials of good moral character. Minimum age: 16 years

Credit: Leads to the degree of Bachelor of Science in Economics

Four years, beginning in September

Tuition: \$150 annually, plus laboratory and diploma fees

Community Service

THE LIGHTHOUSE
152 West Lehigh Avenue, Philadelphia

Subjects: Practical training in community service among wage-earning families; training in club leadership with men, women, girls and boys; the care of children, home visiting, and all community interests.

Admission requirements: Readiness to serve and ability to live in pleasant relations with people

Training continued all through the year

Tuition: Free

Industrial Welfare Work

PENNSYLVANIA SCHOOL FOR SOCIAL SERVICE
1302 Pine Street, Philadelphia

Subjects: Designed to give a comprehensive survey of the problems and programs of the industrial welfare worker. It considers employment and discharge, the physiological basis of work time, industrial hygiene

SOCIAL AND CIVIL WORK

and sanitation, methods of wage payments, medical problems and care, insurance, savings, recreation, education and problems of supervision. Welfare work is treated as a business program and not as a philanthropy.

Open to auditors as a separate course
Thursdays, 2 to 4 P.M.
September to June

Tuition: \$5

Social Work

MARGARET MORRISON SCHOOL
Carnegie Institute of Technology, Pittsburgh

Subjects: First year: Physics, history, English, hygiene, chemistry, foods, accounts, physical training, etc. Second year: Biology, dietetics, English, history, household sanitation, etc. Third year: Economics, psychology, neighborhood work, story telling, readings, methods, exceptional children, child and family welfare, industrial service, occupational work. Fourth year: Social statistics, vocational guidance, immigration, administration of social agencies, readings, methods, social investigation, home nursing, local resources.

Admission requirements: Certification of graduation from an approved high or preparatory school, or its equivalent

Credit: Leads to the degree of Bachelor of Science
Four years

Tuition: \$25 per term

Social Service Course

PENNSYLVANIA SCHOOL FOR SOCIAL SERVICE
1302 Pine Street, Philadelphia

Subjects: First semester: Introduction to social work, development of social institutions, industrial problems, public health and hygiene, social case work, field of social work, statistics and research, principles of sociology, etc. Second semester: Development of social institutions, industrial problems, social case work, child welfare, methods of administration, government administration, housing, etc. Elective studies are also offered in the following subjects: Industrial welfare work, rehabilitation of the handicapped, medical social service, probation, rural social and health problems, the immigrant, recreation, dietetics, etc.

Admission requirements: At least a high school education or its equivalent, and credentials as to character, health, and sincerity of purpose
One year, September to June, inclusive

Tuition: \$75

Special Course in Social Service

PENNSYLVANIA COLLEGE FOR WOMEN
Pittsburgh

Subjects: Elements of general sociology, comparison of views of eminent sociologists, social organization, economics; principles of economics and practical problems; causes of poverty, social movements for welfare and the relief of poverty, methods of charity, especially the newer forms of preventive and constructive work; advanced study of social problems, methods of investigation and social work; history, causes and problems of American immigration; social legislation; story-telling; plays and games; sixteen hours of work in other departments of the college.

Admission requirements: Graduation from approved high school or academy, or experience in social work

Credit: Certificate in Social Service
Two years

Tuition: \$150 per year

Social Psychiatry

PENNSYLVANIA SCHOOL FOR SOCIAL SERVICE
1302 Pine Street, Philadelphia

SOCIAL AND CIVIL WORK

Subjects: Designed to prepare the social worker to deal with mental disease in all its varying degrees. Subjects include social case work, with discussion of the technique of social diagnosis and treatment; forces that influence social standards, customs and traditions; biologic, psychologic and economic aspects of social problems; psychology from the standpoint of human behavior; the relation of psychiatry to both normal and diseased minds, and its use in the prevention and cure of disease, etc. Field work with social agencies and the handling of mental cases is part of the required work.

Admission requirements: College training or its equivalent

Credit: Certificate

Six months. Course begins February 3, 1919

Tuition: \$50

Preparation for Social Service Work

BRYN MAWR COLLEGE

Bryn Mawr

Subjects: In the Carola Woerishoffer Graduate Department of Social Economy and Social Research, college courses are given to prepare students directly for work in the following fields of social service:

Programme I: Social relief and family care

Programme II: Social guardianship and custody

Programme III: Child welfare

Programme IV: Social education and community organization

Programme V: Medical social service and public health and safety

(For details of these courses, application should be made to the Registrar of Bryn Mawr College)

Home Service Institutes of the Red Cross

PENNSYLVANIA SCHOOL FOR SOCIAL SERVICE

1302 Pine Street, Philadelphia

Subjects: A series of institutes designed for the training of Home Service visitors for the American Red Cross. Includes fundamentals of case work, dietetics, civilian relief, home economics, etc. Four lectures and twenty-five hours of field work each week required.

Admission requirements: A high school education or its equivalent. Candidates must present evidence of general culture, personality, tact, character and general health

Credit: Red Cross Certificate from the National Department of Civilian Relief

Six weeks. Course is repeated at intervals throughout the year

Registration fee: \$3, which goes to the Red Cross

National Red Cross Institute for Home Service

UNIVERSITY OF PITTSBURGH

Pittsburgh

Subjects: The standardized National Red Cross course.

Admission requirements: Open to members of chapters who plan to work with Civilian Relief Committees; otherwise admission by special arrangement

Credit: Red Cross Certificate from the National Department of Civilian Relief

Six weeks. Summer session: July and August

Registration fee: \$3, which goes to the Red Cross

Recreation

PENNSYLVANIA SCHOOL FOR SOCIAL SERVICE

1302 Pine Street, Philadelphia

Subjects: The playground and recreation movement; use of schools as recreation centers; the community center; the increase of leisure as a

SOCIAL AND CIVIL WORK

product of industrial specialization, and how it may be rightly used; programs for directed play, etc.

Open to auditors as a separate course
Fridays, 4 to 5 P.M.
September to June

Tuition: \$5

Evening Classes in Social Work

MARGARET MORRISON SCHOOL
Carnegie Institute of Technology, Pittsburgh

Two alternating courses are offered, for women already engaged in professional social service, nursing, teaching, library work, etc.

Subjects: Child and family welfare. Standards for care of dependent and delinquent children and of dependent families in their homes.

Admission requirements: Fitness to pursue the work profitably, decided by personal interview. Minimum age: 17 years

Three evenings a week throughout the year

Tuition: \$20 per term

Subjects: Social problems: Presentation through lectures and discussions of the problems of various social movements, such as child welfare, charity organization, neighborhood work, etc.

Three evenings a week throughout the year

Tuition: \$20 per term

TELEGRAPHY AND TELEPHONY

Telegraphy

UNITED TELEGRAPH SCHOOL
1034 Arch Street, Philadelphia

Subjects: Commercial telegraphy and typewriting. The rules and duties of a commercial operator.

Admission requirements: Elementary school education or its equivalent in business experience
Day school—Daily except S. 9 A.M. to 4 P.M. *Tuition:* Day school, \$12.50 per month
Evening school—M. W. and F. 7-9:30 P.M. Evening school, \$6 per month
Length of course: Day, about 5 months; evening, 10 months to one year

Telegraphy

POSTAL TELEGRAPH-CABLE COMPANY
Finance Building, Philadelphia

Subjects: Training in telegraphy, typewriting and keeping of accounts, to prepare for positions with the Postal Telegraph-Cable Company.

Admission requirements: Grammar school education at least. Preferred ages: 16-25 years
Students admitted at any time *Tuition:* Free
Open winter and summer

Telegraphy

CHAMBERSBURG HIGH SCHOOL
Chambersburg

Subjects: Preparation for regular positions in railroad and commercial work.

Three evenings a week *Tuition:* Free

Telegraphy

CARLISLE HIGH SCHOOL
Carlisle

Evening school only *Tuition:* Free

Telegraphy

JOHNSTOWN HIGH SCHOOL
Johnstown

Evening school only *Tuition:* Free

Telegraphy

COMMERCIAL INSTITUTE
205-207 Washington Avenue, Scranton

Subjects: Training in all the necessary branches of telegraphy, ticket accounting and station work.

Day session—8:45 A.M. to 3:30 P.M., daily except S. *Tuition:* Day, \$10 per month
Evening session—7 to 9 P.M. Evening, \$5 per month

Telegraphy

HEBREW EDUCATION SOCIETY
Tenth and Carpenter Streets, Philadelphia

TELEGRAPHY AND TELEPHONY

Subjects: A thorough course in commercial telegraphy.

Admission requirements: Generally high school education. Some exceptions have been made to this because of the present emergency

Credit: Diploma

M. Tu. W. and Th. evenings, 7 to 9 P.M.

Tuition: Free

Telegraphy

WANAMAKER INSTITUTE

Twenty-third and Walnut Streets, Philadelphia

Subjects: The connection and adjustment of instruments, care of batteries, sending and receiving of all kinds of messages; day and night and service messages; newspaper specials and cablegrams; numbering, endorsing and timing of messages; use of the switchboard, etc. Instruction in type-writing, penmanship, spelling and English, arithmetic and rapid calculation will be included in this course if necessary.

M. Th. and F. 7:45 to 9:45 P.M.

Duration of course depends upon the student's ability

Tuition: \$15 for the year

Telegraphy and Railroad Work

PENNSYLVANIA RAILROAD TELEGRAPH SCHOOL

1625 Filbert Street, Philadelphia

Subjects: Telegraphy, agency work, train rules, the issuing and handling of train orders, and block operation as applied to railroad traffic. Practical instruction is given in telegraphy in both sending and receiving, and thorough practice in the Morse code. In station and agency work, instructions are given in handling regular orders, forms and accounting. Working circuits from the Division offices of the Pennsylvania Railroad, extended into the school, enable the student to copy regular telegraph messages and to listen-in on orders issued by the dispatcher to block and tower operators on the circuit. Instruction is given in actual train operation, using a miniature electric railroad, equipped with regular station apparatus for handling business by telegraph and telephone.

Admission requirements: Good health, a fair knowledge of the English language, mathematics and geography, and ability to pass the regular examinations in color, sight and hearing. Age limit: 18-30 years

Mornings—Daily, 9 A.M. to 12 M.

Afternoons—Daily, 1 to 4 P.M.

Evenings—Daily except S. 7 to 10 P.M.

Students admitted at any time

Fees: Entrance fee, \$1

Tuition, \$2 per month

If the student enters the employment of the Pennsylvania Railroad, these fees are refunded after 10 mo.

Pennsylvania Railroad Telegraph Schools are also established at Pottsville and Altoona

Wireless Telegraphy

CHAMBERS INSTITUTE OF WIRELESS TELEGRAPHY

2046 Arch Street, Philadelphia

Subjects: Theory and practice of radio telegraphy; instruction in the transmission and reception of messages by a high frequency generator, reproducing the sounds of genuine wireless signals sent by Government stations; different tones of signals used by Government stations and commercial companies; demonstration of actual pieces and parts of the wireless telegraph instrument.

Admission requirements: Common school education

Every other evening, 7:30 to 9:30

Credit: Government license

Tuition: Single lessons, \$1

12 lessons, \$9

20 lessons, \$12.50

50 lessons, \$25

Wireless Telegraphy

YOUNG MEN'S CHRISTIAN ASSOCIATION OF PHILADELPHIA

1421 Arch Street, Philadelphia

TELEGRAPHY AND TELEPHONY

Subjects: The course is divided into two branches: the apparatus branch and the code branch. The first prepares for the written part of the U. S. Government examination for the first commercial radio operator's license. The second branch prepares for the "code test" in this examination. The code branch includes instruction in the International Morse Code, conventional signals, and radio operating laws of the U. S. Government.

Admission requirements: Knowledge of arithmetic. Knowledge of algebra and physics is a great advantage

Credit: Certificate counting points of credit in Government examinations

Four months

Day and evening classes

Tuition: \$25

Telephony

BELL TELEPHONE COMPANY OF PENNSYLVANIA

Bell Parkway Building, Philadelphia

Subjects: Theoretical principles of telephone operating and practice with standard telephone equipment; instruction and practice in every type of telephone call.

Admission requirements: Grammar school education at least, good health, good hearing, and good eyesight. Age limit: 17 to 35 years

Four weeks

Open summer and winter

Tuition: Free

Students are paid salary while learning

Branch schools are established throughout the cities and towns of Pennsylvania. Application may be made by calling the Chief Operator from any Bell telephone station in the State.

Telephony

KEYSTONE TELEPHONE COMPANY

135 South Second Street, Philadelphia

Subjects: A three weeks' course in telephone operating, to prepare for positions with the Keystone Telephone Company. The course includes instruction in telephone phraseology, various methods of putting up connections, transmitting and receiving of local and long distance calls, etc. Students are paid a salary while learning.

Admission requirements: A common school education at least. Minimum age: 18 years. Required height: 5 feet, 4 inches

(The name of the nearest city or town in which this instruction is given may be obtained by calling up the Central Exchange of the Keystone Telephone Company at any point throughout the State.)

TRADES AND HANDICRAFTS

Basketry (Elementary and Advanced)

Y. W. C. A. OF GERMANTOWN
5820 Germantown Avenue, Germantown, Philadelphia

Tuition:
Elementary: Morning class, \$9
Evening class, \$7
Advanced: Afternoon only, \$11

(Classes in other handicrafts will be formed according to demand)

Constructive Arts Course

TEMPLE UNIVERSITY
Broad and Berks Streets, Philadelphia

Subjects: (a) Busy work; (b) Paper cutting and mounting; (c) Free cutting; (d) Free weaving; (e) Mat weaving and design; (f) Folding, cutting and pasting; (g) Wrapping, weaving, twisting, braiding, knotting, and coiling of twine, cord, yarn and raffia; (h) Weaving on cardboard and wooden handlooms; (i) Elementary and advanced basketry in any form and material; (j) Chair caning; (k) Hammock weaving; (l) Rushing; (m) Cardboard construction; (n) Elements of mechanical drawing and design; (o) Knife work, and chip carving; (p) Block printing, stencil cutting and application; (q) Blue printing; (r) Clay; (s) Bookbinding; (t) Leather tooling and sewing; (u) Bent iron work; (v) Constructive design; (w) Bench work in wood (joinery and cabinet work); (y) Advanced cabinet making and wood carving.

Credit: Certificate
S. 8:30 A.M. to 12:30 P.M., and
Th. 4 to 6 P.M. and 7 to 10 P.M.

Tuition: \$5 per year for each class hour of
instruction per week. Extra fee for
shop work

Engraving

WANAMAKER INSTITUTE
Twenty-third and Walnut Streets, Philadelphia

Subjects: Designing of lettering (script, block, old English, and all the newest forms as used by expert engravers); making of monograms in plain and fancy script, cipher and ribbon, all kinds of drop-lettering, etc.; use of engraving tools; training and instruction in practical engraving.

M. and W. 7:45 to 9:45 P.M.
Six months

Tuition: \$24

Summer Courses in Craftwork

PENNSYLVANIA SCHOOL OF INDUSTRIAL ART
Broad and Pine Streets, Philadelphia

(Special announcements of these courses will be issued in April, and will be forwarded upon request)

Special Courses in Handicrafts

PENNSYLVANIA STATE COLLEGE
State College

Subjects: Elementary Handwork. A course in graded handwork, including paper construction, raffia, and cord work; simple crocheting and weaving; sewing problems suitable for children. The methods of Froebel and Montessori are considered.

Subjects: Primitive Industries. Basketry, designing, dyeing and handloom weaving.

Prerequisite: Course in Elementary Handwork

TRADES AND HANDICRAFTS

Subjects: Advanced Weaving. Linen and other fine weaving with original pattern designs.

Prerequisite: Course in Primitive Industries

Subjects: Advanced Basketry. The construction of elaborate reed baskets, lamps and trays, with original designs.

Prerequisite: Course in Primitive Industries

For further details of these courses, application should be made to the Dean of Women, Pennsylvania State College. Special students must be twenty-one years of age or over, and should have been engaged in teaching or some other practical work.

Home Arts and Crafts

MARGARET MORRISON CARNEGIE SCHOOL
Pittsburgh

Subjects: First year: Physics, sewing, history, English, drawing and design, hygiene, chemistry, foods, accounts, physical training. Second year: Biology, English, history, foods, household sanitation, pottery, physical training, drawing, bobbin lace, physiology, dietetics, dress-making, physical training, design and block printing, mechanical drawing. Third year: Design and color, drawing, bookbinding, pottery, weaving, psychology, design and composition, jewelry and silversmithing, needle lace, electives. Fourth year: Design and composition, history of art, specialization in any of the following: jewelry and silversmithing, lace, pottery, weaving; electives.

Admission requirements: Certificate of graduation from an approved high or preparatory school, or by examination

Credit: Leads to the degree of Bachelor of Science
Four years

Tuition: \$25 per term

Special Courses in Industrial Work

PENNSYLVANIA STATE COLLEGE
State College

Subjects: Joinery: Correct use of the common woodworking tools. Domestic and imported cabinet woods are worked into finished projects, illustrative of the characteristics of such woods for their particular use; work on the wood working machines and work from the machine room assembled and finished; use of stain, filler, varnish and shellac.

Subjects: Joinery and wood turning. Wood-working tools and their use. Work from the machine room assembled; spindle and face-plate turning, etc.

Subjects: Advanced wood turning. Duplicate turning; finishing and assembling of standard saleable articles, demonstrations and discussions of jigs, tools and factory methods; preparation of detailed instruction cards and time studies; grinding and sharpening of wood turning tools.

Subjects: Wood turning and metal work. Fundamentals of spindle, face and chuck work and polishing on the lathe; work in cast iron and soft steel, involving the chipping and filing of flat surfaces, bevels and key ways.

Subjects: Clay and cement work: Clay modeling, tiles, type-forms, natural forms, and modeling from the flat; work with slip in making hollow ware; cement work, mixtures, practical problems.

Subjects: Art metalwork (three courses). Deals with the making of industrial productions of good forms in brass, copper, silver, etc.; designing of jewelry, making of bowls, sconces, candlesticks, etc., and the proper finishing of same by process of etching, polishing, and the like.

(For arrangement of special courses, including any of these subjects, application should be made to the Dean of Women, Pennsylvania State College. Special students must be at least twenty-one years of age, and should have been engaged in teaching or some other practical work.)

Special Courses in Manual Arts

TEMPLE UNIVERSITY
Broad and Berks Streets, Philadelphia

Subjects: Bench work in wood.

S. 10:30 A.M. to 1:30 P.M.

Tuition: \$25

Subject: Simple tool work in thin wood.

S. 9:30 A.M. to 12:30 P.M.

Tuition: \$15

Subject: Basketry. (Comprehensive course.)

S. 8:30 to 11:30 A.M.

Tuition: \$15

Subject: Basketry. (Short course.)

Th. 4 to 6 P.M.

Tuition: \$10

Subject: Construction work in paper, cardboard, leather, cloth, strip and sheet metal.

Th. 7 to 10 P.M.

Tuition: \$15

Evening Courses in Modeling

PENNSYLVANIA SCHOOL OF INDUSTRIAL ART
Broad and Pine Streets, Philadelphia

Subjects: Exercises in relief and the round; designs for terra cotta, cement, cast and wrought metal, wood and stone carving, etc.; designing and execution of furniture, pottery, metal and mosaic.

M. Tu. and W. 7:30 to 9:30 P.M.

Tuition: \$15 for a year of 6 months

Modeling and Constructive Design

PENNSYLVANIA SCHOOL OF INDUSTRIAL ART
Broad and Pine Streets, Philadelphia

Subjects: Rapid sketching of problems in constructive design; original designs for terra cotta, cement, cast and wrought metal, wood and stone carving, furniture and mosaic, in clay, wax and plaster; sketching, designing and construction of forms, as bowls, vases, etc.; furniture design; detail drawing; study of materials and tools, their care and use; joinery and constructive details; various processes of metal manipulation and enrichment, as repousse, chasing, piercing and etching, etc. Designing and execution of furniture, pottery, metal and mosaic.

Admission requirements: Ordinary grammar school education. Admission by examination

Credit: Certificate

Daily except S. 9 A.M. to 4 P.M.

Duration of course depends upon pupil's ability

Tuition: \$12 per month

\$80 per school year

Evening Course in Pottery-making

PENNSYLVANIA SCHOOL OF INDUSTRIAL ARTS
Broad and Pine Streets, Philadelphia

Subjects: Sketching, designing and execution of pottery—vases, bowls, etc.

M. Tu. and W. 7:30 to 9:30 P.M.

Tuition: \$15 for a year of 6 months

Printing

BEREAN INDUSTRIAL SCHOOL (COLORED)
1926 South College Avenue, Philadelphia

Subjects: Type-setting, use of the various printing machines, different styles of printing, proof-reading, etc.

Admission requirements: Preferably, grammar school education. Students not thus prepared are required to take an academic course in connection with this work

Credit: Certificate

Tuition: \$18

Two evenings a week for two years

Vocational Course in Printing

ALLENTOWN HIGH SCHOOL
Allentown

Subjects: This course gives a thorough and adequate preparation for work in any print shop, including the work on various machines.

Admission requirements: Grammar school graduation

Credit: Diploma

Tuition: Free

Four years

Course for Printers and Compositors

PENNSYLVANIA SCHOOL OF INDUSTRIAL ART
Broad and Pine Streets, Philadelphia

Subjects: The principles involved in producing excellence in printing: size, style and spacing of type, relation of type to paper, marginal effects, designing of light and dark (tone) areas, color, use of ornamental features, such as head and tail pieces, initial letters and borders, practice in the sketching of "lay outs," etc.

Monday evenings, 7:30 to 9:30 P.M.

Tuition: \$15 per year of 6 months

Surface Design and Color

PENNSYLVANIA SCHOOL OF INDUSTRIAL ART
Broad and Pine Streets, Philadelphia

Subjects: Problems for mosaic, tiles, stencils, block prints, wall paper, carpet, rugs, lace, silk, cretonne, etc.; study of the qualities of hue, tone, and chroma; color matching; technical design, including the execution of rugs on a four-frame, hand-power Jacquard loom; study of processes of reproduction for printed silk, wall papers, lace, etc.

Admission requirements: Proficiency in the common English branches. Admission by examination

Credit: Certificate

Tuition: \$12 per month

Daily except S. 9 A.M. to 4 P.M.

\$80 for the school year

Duration of course depends upon the student's ability

Theoretical and Technical Design

PHILADELPHIA SCHOOL OF DESIGN FOR WOMEN
Broad and Master Streets, Philadelphia

Subjects: A four years' course in applied design, including instruction in the history of art; historic ornament and its application; geometric construction; perspective; lettering, illuminating; theory of color; the practical application of design to textiles, wall-paper, silks and stuffs, carpets, oilcloths, etc., and the technical requirements of the loom, press and other machinery which render the design in the finished material for the market.

Admission requirements: High school education preferred, but not necessary. Minimum age: 13 years

Credit: Diploma

Tuition: \$40 per term

Four years

Upholstery

BEREAN INDUSTRIAL SCHOOL (COLORED)
1926 South College Avenue, Philadelphia

Subjects: Upholstering in all its branches and practical instruction in chair caning.

Admission requirements: (See Printing, Berean Industrial School)

Credit: Certificate

Two evenings a week

Two to three years

Tuition: \$18

Watch and Clockmaking and Repairing

WANAMAKER INSTITUTE

Twenty-third and Walnut Streets, Philadelphia

Subjects: Instruction in the running of watch lathes and the making of the principal parts of watches, such as balance staffs, screws, drills, pinions, brequeting, hair springs, etc. The student is required to supply small tools for this course.

M. Tu. W. and Th. 7:45 to 9:45 P.M.

Six months

Tuition: 4 evenings a week, \$48

2 evenings a week, \$24

Watchmaking, Engraving and Jewelry Repairing

PHILADELPHIA COLLEGE OF HOROLOGY

Broad and Somerset Streets, Philadelphia

Subjects: Watchmaking. Training in the construction, regulation, repairing and testing of watches, clocks and other time-indicating machines; turning square shoulders on brass and steel; cone pivots; screw-making; drills, pallet arbors, etc.; use of the lathe chucks, side rests, pivot polisher, wheel cutters; special tool-making for the watchmaking trade, including the hair spring gauge, micrometer gauge, calipers, height gauge, back rest; conversion of key-winding movements to stem-winding; adjustments; lever, club-tooth, cylinder and chronometer escapements, electrical clocks, etc.

Credit: Certificate

Admission at any time

Tuition: \$20 per month

Cost of tools: \$20 to \$25

Subjects: Jewelry engraving. The cutting and applying of designs, letters and inscriptions on metal; lettering in plain and fancy script; plain and fancy block; old English, Roman and Italic alphabets; monograms and inscriptions; card-plate and die cutting for stationery, etc.

Credit: Certificate

Admission at any time

Tuition: \$20 per month

Subjects: Jewelry repairing. Designing and making of small articles of jewelry, such as chains, rings, charms and bangles; hard soldering of gold and silver goods; stone-setting; draw-bench and furnace work; use of the electric lathe, etc.

Credit: Certificate

Admission at any time

Tuition: \$20

When these subjects are taken as a single course, the student is entitled, at its completion, to the diploma of the College of Horology. The rate of tuition is the same as for any one of the above courses.

Woodworking

BEREAN INDUSTRIAL SCHOOL (COLORED)

1926 South College Avenue, Philadelphia

TRADES AND HANDICRAFTS

Subjects: Thorough training in carpentry and cabinet making; use of power machines in turning and joinery, etc.

Admission requirements: Preferably, grammar school education. Students not thus prepared are required to take an academic course in connection with this work

Credit: Certificate

Two evenings a week

Two to three years

Tuition: \$18 per year

Shop Work in Woodworking

DREXEL INSTITUTE

Thirty-second and Chestnut Streets, Philadelphia

Subjects: First year: Description of tools used in woodworking and the method of using them. Making of the several joints used in joinery. Second year: Wood turning finished. Pattern work on sloyd begun. Third year: Pattern work continued or sloyd finished.

M. and W. 7:30 to 9:30 P.M.

Three years

Tuition: \$15 per year

Deposit: \$8 (unused balance returned at end of year)

Evening Course in Woodworking

PENNSYLVANIA SCHOOL OF INDUSTRIAL ART

Broad and Pine Streets, Philadelphia

Subjects: Furniture design; detail drawing; materials and tools, their care and use; joinery and constructive details; decorative carving, etc.

M. Tu. and W. 7:30 to 9:30 P.M.

Tuition: \$15 per year of 6 months

MACHINE OPERATING

Billing Machine Courses

ELLIOTT-FISHER INSTRUCTION SCHOOL
Room 301, Denckla Building, Philadelphia

Subjects: Practical course in the operation of the Elliott-Fisher billing machine.

Four weeks
Hours: 8:30 A.M. to 5 P.M.

Tuition: \$25

Subjects: Combined bookkeeping and Elliott-Fisher billing machine course.

Seven weeks
Hours: 8:30 A.M. to 5 P.M.

Tuition: \$40

Calculating Machine Course

DUFF'S COLLEGE
Penn Avenue and Stanwix Street, Pittsburgh

Subjects: An intensive course in the operation of the Burroughs Calculating Machine, posting and adding machines, with instruction in type-writing and arithmetic.

Day sessions: 12 weeks

Tuition: \$50
(This includes text books and stationery)

Calculating Machine Course

PEIRCE SCHOOL OF BUSINESS ADMINISTRATION
Pine Street, west of Broad, Philadelphia

Subjects: The use of the Burroughs Calculator, with typewriting and arithmetic.

Day and evening classes
Summer term: July and August

Tuition: Day, \$50 for 10 weeks
Evening, \$6 per month (with a minimum charge of 3 months)

Calculating Machine Course

DAVIS SHORTHAND SCHOOL
1031-1033 State Street, Erie

Subjects: Instruction in the operation of the Burroughs Calculating Machine.

Tuition: \$40
(For further details of this course, application should be made to the Davis School)

Commercial Machine Course

DUFF'S COLLEGE
Penn Avenue and Stanwix Street, Pittsburgh

Subjects: The operation of adding machines, non-listing machines, bank bookkeeping machines, billing machines, comptometers, commercial bookkeeping machines, Elliott-Fisher machine, tabulating, ledger posting machines.

Credit: Diploma
Day and evening classes

Tuition: \$50
(This includes cost of books and stationery)

Comptometer Operating

PALMER BUSINESS SCHOOL
16 South Tenth Street, Philadelphia

Subjects: Use of the comptometer for the processes of addition, subtraction, division, multiplication, fractions, decimals, percentage, etc.

Four months' day course
Six months' evening course

Tuition: \$40
Tuition: \$40

Dictaphone Courses

PALMER BUSINESS SCHOOL
16 South Tenth Street, Philadelphia

Subjects: Dictaphone operating for experienced typists

Two months' day course
Six months' evening course

Tuition: \$25
Tuition: \$25

Subjects: Typewriting and dictaphoning.

Five months' day course
Ten months' evening course

Tuition: \$60
Tuition: \$60

Dictaphone Course

THE DICTAPHONE
924 Chestnut Street, Philadelphia

Subjects: A two weeks course in dictaphone operating.

Admission requirements: A typewriting speed of 25 to 30 words a minute
Evening classes only
M. Tu. and F. 5:30 to 7:30 P.M.

Tuition: Free

Dictaphone Course

WESTINGHOUSE ELECTRIC COMPANY OF PITTSBURGH
Pittsburgh

(For details of this instruction, application should be made to the Company)

Ediphone Course

EDIPHONE SCHOOL
1035 Chestnut Street, Philadelphia

Subjects: Use of the ediphone, with a short course in "Better Letters" as recommended by the New York Chamber of Commerce, and instruction in various methods of increasing efficiency.

Admission requirements: Applicants must be good typewriters, with common school education at least. Minimum age: 17 years
M. Tu. Th. and F. evenings, from 5:30 o'clock

Tuition: Free

Multigraphing

AMERICAN MULTIGRAPH SALES COMPANY
910 Chestnut Street

Subjects: Practical course in multigraphing.

One to two weeks
Daily: 8:30 A.M. to 5 P.M.

Tuition: \$5

Special Billing Machine Course

DUFF'S COLLEGE
Penn Avenue and Stanwix Street, Pittsburgh
(Branches in McKeesport, Beaver, and Beaver Falls)

Subjects: Instruction in the various methods of machine billing. The touch method is taught throughout this course.

Day and evening classes

Tuition: \$40

POWER SEWING MACHINE OPERATING

All-Day Course in Power Machine Operating

TRADE SCHOOL FOR GIRLS
Pine Street, west of Eleventh, Philadelphia

Subjects: Plain stitching, two-needle joining, machine buttonhole making, machine garment making; business arithmetic, English, design, civics and industrial problems.

Admission requirements: Graduation from the elementary school; or age 14, and completion of the 6B grade of the elementary school
One year course, 8:45 A.M. to 4 P.M. *Fee:* None
Terms begin in September and February

Part-Time Course in Power Machine Operating

TRADE SCHOOL FOR GIRLS
Pine Street, west of Eleventh, Philadelphia

Subjects: Machine operating and machine garment making. This course was designed to prepare for service in war industries where such work is required.

Admission requirements: Age over 16 years
Sixty hours' course
Daily, 1 to 4 P.M.

Fee: None

Evening Course in Power Machine Operating

TRADE SCHOOL FOR GIRLS
Pine Street, west of Eleventh, Philadelphia

Subjects: Plain stitching, two-needle joining, machine buttonhole making, machine garment making.

Admission requirements: Open to women and girls of 16 years and over, who are employed during the day
7:30 to 9:30 P.M.

Fee: \$3, of which \$1 is returned upon completion of the course

SPECIAL COURSES IN THE FIELD OF NURSING

Elementary Hygiene and Home Care of the Sick

SOUTHEASTERN PENNSYLVANIA CHAPTER, A. R. C.
218 South Nineteenth Street, Philadelphia

Subjects: Bacteria and their relation to health and disease; causes and transmission of disease; food, water, ice; air, ventilation, heating, lighting, soil, sewage, garbage; the house; care of the house; the laundry; personal hygiene; public agencies concerning health and welfare; hygiene of infancy and childhood; beds, mattresses, pillows, bedding; bed-making; general consideration of the care of the sick in their own homes; general care of the patient; the use of simple sick-room appliances, local applications, and enemata; symptoms and diseases; the household medicine closet (dangers of the indiscriminate use of patent medicines, stimulants, etc.). The satisfactory completion of this course is required as a first step in qualifying as a Nurses' Aid.

Admission requirements: Applicants must be at least 16 years old
Fifteen lessons of one and one-half hours each

Tuition: \$3.50

Nurses' Aid Course

UNIVERSITY OF PENNSYLVANIA HOSPITAL
Thirty-fourth and Spruce Streets, Philadelphia

Subjects: Practical hospital experience. Service in wards; sweeping and dusting, cleaning lavatory utensils; cleaning, airing and making beds; care of soiled linen; care of clean linen, blankets, rubber goods; serving trays; washing nourishment dishes; preparing patients for night; care of beds; bed-baths. Service in surgical supply room: folding, examining and stocking linen; sewing on buttons and tapes; assisting with exchanges. Service in connection with the operating room: assorting and folding linen; dusting and cleaning; cleaning rubber gloves and instruments. Service in diet kitchen. Sewing rooms and laundry will be arranged if special preference for this work is indicated.

Admission requirements: Completion of the A. R. C. course in Elementary Hygiene and Home Care of the Sick
Eight hours daily for 1 month

Tuition: Free

Nurses' Aid Course

WESTERN PENNSYLVANIA HOSPITAL
Pittsburgh

Subjects: Practical hospital work following the plan prescribed by the American Red Cross. (See Nurses' Aid Course, University of Pennsylvania Hospital.)

Massage and Allied Branches (including Electricity)

ORTHOPAEDIC HOSPITAL AND INFIRMARY FOR NERVOUS DISEASES
Seventeenth and Summer Streets, Philadelphia

Subjects: Treatment by massage of general diseases of nutrition, neurasthenia, hysteria, chorea, etc., and by massage and exercise, of cerebral and spinal paralysis, infantile palsy, traumatic injuries of the spinal cord, dislocations, joint adhesions, disabilities following fracture, flat-foot, club-foot, contractures; the handling of locomotor ataxia by precision and coördination exercise, etc.

Admission requirements: Preliminary written examination in anatomy and physiology. Age limit: 22 to 40 years, except for those having previous instruction and practice in massage
Eight months, beginning in October

Tuition: \$140

SPECIAL COURSES IN THE FIELD OF NURSING

Mechano-Therapy Course

PENNSYLVANIA ORTHOPAEDIC HOSPITAL
1709-1711 Green Street, Philadelphia

Subjects: Medical massage, Swedish movements, medical and orthopaedic gymnastics, hydro-, electro- and thermo-therapy and dissection.

Admission requirements: Grammar school education at least. Age limit: 18-45 years, except for students taking up post-graduate work

Credit: Diploma
Eight months

Tuition: \$225
Diploma: \$3

Special Courses in Mechano-Therapy

PENNSYLVANIA ORTHOPAEDIC HOSPITAL
1709-1711 Green Street, Philadelphia

Subjects: Medical massage, Swedish movements, medical and orthopaedic gymnastics.

Four months
Credit: Certificate

Tuition: \$150
Certificate: \$1.50

Subjects: Hydro- and Thermo-Therapy. Instruction, demonstration and practical work in the use of the shower and needle bath, the jet, Scotch, revulsive, and perineal douche, hot, cold, dry and wet pack, the Epsom salt bath; the baking process, use of the Tyrnauer and Frazier-Lentz hot air apparatus, application of the various forms of heat and light, including the leucodescent light, blue light, violet ray, solar lamp, electric cabinet and hot air cabinet bath, etc.

Credit: Certificate

Tuition: \$85
Certificate: \$1.50

Subjects: Electro-Therapy. Scientific application and use of electricity; Franklinic or static electricity, galvanism, faradism, sinusoidal and high frequency currents; the Bachelet magnetic wave treatment, four cell bath of Schnee, etc.

Credit: Certificate

Tuition: \$75
Certificate: \$1.50

Occupational Therapy

PHILADELPHIA SCHOOL OF OCCUPATIONAL THERAPY
1702 Walnut Street, Philadelphia

Subjects: An intensive course conducted under the auspices of the National League for Woman's Service, consisting of lectures and practical work in art schools and hospitals, designed to qualify women for work as Reconstruction Aides in Occupational Therapy. Subjects include psychology and methods of teaching disabled and invalid pupils; hospital conduct and personal hygiene; design and craftsmanship, including the following: weaving on hand looms and bead looms; simple rug and mat making; basketry; block printing; woodworking; modeling of pottery; knitting, crocheting, needlework, rack knitting and beadwork; simple forms of metal work and of bookbinding, toy-making, etc.

Admission requirements: Applicants must be native or allied born, and possess suitable personality for the work. Minimum age: 23 years

Credit: Certificate of graduation

Tuition: \$50

From 4 to 8 months, according to proficiency

(For a prospectus of shorter courses, proportioned to the student's previous experience and preparation, i. e., a four months' course of lectures and hospital experience, application should be made to the School directly.)

Pre-Nursing Course

TEMPLE UNIVERSITY
Broad and Berks Streets, Philadelphia

SPECIAL COURSES IN THE FIELD OF NURSING

Subjects: Anatomy and physiology, chemistry, hygiene and sanitation, elementary materia medica, nutrition and cookery, physiology and sociology of nursing, history and ethics of nursing, elementary nursing and hospital economy, special lectures.

Admission requirements: High school graduation at least
(For further details of this course, application should be made to the Dean of Temple University)

Pre-Nursing Course

PENNSYLVANIA STATE COLLEGE
State College

Subjects: Hygiene, physiology, sanitation, chemistry, bacteriology, nursing, dietetics and cookery. Nursing and hospital practice are given in the college infirmary. This course has been approved by the Surgeon General's Office.

Admission requirements: Applicant must be in good health, a graduate of an approved high school or its equivalent, and at least 20 years old

Credit: Three months' credit toward graduation as a trained nurse, and probation period shortened to 1 month

Twelve weeks, beginning January 2

Board, room and fees: \$120

Public Health Nursing

MARGARET MORRISON SCHOOL
Carnegie Institute of Technology, Pittsburgh

Subjects: Two years' intensive work in the fundamental sciences, including chemistry, physiology, bacteriology, dietetics and sanitation, followed by a two years' course in the Nurses' Training School of one of the Pittsburgh hospitals. Students who complete satisfactorily both parts of this course are eligible for positions as Public Health Nurses.

Admission requirements: Certificate of graduation from an approved high school or its equivalent. Applicant must be a high school graduate and fulfill all the requirements for admission to the Margaret Morrison School

Credit: Diploma

Four years

Tuition: \$75 per year

Public Health Work for Nurses

PENNSYLVANIA SCHOOL FOR SOCIAL SERVICE
1302 Pine Street, Philadelphia

Established at the request of the Visiting Nurse Society of Philadelphia, the Philadelphia Organization of Public Health Nursing, and the Philadelphia League for Nursing Education. Subjects required: Principles and procedure of public health nursing, public health and hygiene, housing and sanitation, medical social service, history and technique of anti-tuberculosis work, development of social institutions, dietetics, statistics and research, social case work, industrial problems, rural social and health problems, introduction to social work. Choice: Industrial welfare work, re-education of the handicapped, methods of administration.

Admission requirements: At least a high school education or its equivalent, and credentials as to character, health, and sincerity of purpose

Credit: Certificate of the school

One year, September to June, inclusive

Tuition: \$75

Ward Course for Trained Attendants

GERMANTOWN BRANCH, Y. W. C. A.
5820 Germantown Avenue, Germantown, Philadelphia

Subjects: Preparation of the sick room, ventilation, bed-making, causes, prevention and treatment of bed sores, baths, methods of feeding, care

SPECIAL COURSES IN THE FIELD OF NURSING

of the baby, methods of taking temperature, pulse and respiration, inflammation, its causes, prevention and treatment, infection and contagion, anatomy and physiology, bandages, symptoms and treatment of injuries, preparation and sterilization of dressings, invalid cookery, etc.

Admission requirements: High school graduation or its equivalent. Age limit: 18-40. Open only to members of the Y. W. C. A.

Credit: Certificate

Fifty lectures, given 4 times weekly, and 6 weeks of hospital training

Morning and evening classes

Tuition: \$30, plus membership fee

Cost of uniform: \$2.50

Warden Course for Trained Attendants

GRIFFITH HALL, CROZER BUILDING

1420 Chestnut Street, Philadelphia

Subjects: Same as the preceding. This course is given under the auspices of the Emergency Aid of Pennsylvania and the War Work Council of the Young Women's Christian Association.

Special Course in Hygiene

WOMAN'S MEDICAL COLLEGE OF PENNSYLVANIA

Twenty-first and North College Avenue, Philadelphia

Subjects: This course covers personal, domestic, and public hygiene, as well as modern methods of prophylaxis of disease; sex hygiene and social medicine being given due place in the course.

Admission requirements: Open to women qualified by previous education and experience to profit thereby

Two lectures a week, throughout one half-year

Tuition: \$5

SPECIAL PREPARATORY COURSES

College Preparatory Course

ALBRIGHT COLLEGE
Myerstown

Subjects: First year: English grammar and composition, beginner's Latin, arithmetic, physical geography, civics. Second year: Rhetoric and the English classics, Latin grammar and Caesar, algebra, ancient, mediaeval and modern history. Third year: Rhetoric and the English classics, Cicero, Greek, German, French or Spanish, algebra, English and American history. Fourth year: English classics and composition, Virgil and Latin grammar, Greek (Anabasis and the Iliad), German, French or Spanish, geometry, physics.

Admission requirements: Grammar school education. Students will be admitted to any part of this course for which their previous training has fitted them.

Credit: Entrance to the Classical course at Albright College without examination. For entrance to the Scientific course, four years of a foreign language or two years of two foreign languages are required.

Four years

Tuition: \$75 per year

College Preparatory Course

JUNIATA COLLEGE
Huntingdon

Subjects: First year: Latin elements, English, arithmetic, algebra, drawing, orthography, civics, elocution, vocal music. Second year: Caesar, algebra, biology, ancient history, English and American literature, composition and letter writing. Third year: Cicero, plane geometry, rhetoric, French or German or Greek elements, English and American history. Fourth year: Virgil or solid geometry, and Virgil or trigonometry; physics or elementary chemistry; English classics, Hebrew history, Anabasis or French or German readings; trigonometry, physics, or elementary chemistry; themes and orations; Iliad or French or German readings.

Admission requirements: Elementary school education.

Credit: Diploma admitting to the Freshman year of Juniata College without examination, and to other colleges without examination or upon liberal terms.

Four years

Tuition: \$66 per year

Commercial Preparatory Course

CHURCHMAN BUSINESS COLLEGE
Easton

Subjects: This course is designed to prepare for regular commercial courses those whose education is not sufficiently advanced to enter them. Subjects include: Reading, grammar, penmanship, spelling, arithmetic, letter-writing, rapid calculation, punctuation.

Day and evening classes

Tuition: Day, \$12 per month
Evening, \$5 per month

Commercial Preparatory Courses

Instruction in elementary school subjects preparing for entrance to commercial courses are offered by most of the business schools and colleges throughout the State. Among these may be mentioned the following: Banks Business College, Philadelphia; Bethlehem Business College;

SPECIAL PREPARATORY COURSES

Carlisle Business College; Douglas Business College, McKeesport, Charleroi and Connellsville; Duff's College, Beaver, Beaver Falls, McKeesport and Pittsburgh; Hazleton Business College; Lancaster Business College; Leech's Actual Business College; New Castle Business College; Peirce School of Business Administration, Philadelphia; Pottsville Business College; Scranton-Lackawanna Business College; Shamokin Business College; Stoner's Inter-State Business College, Reading; Wayne Commercial College, Honesdale; West Chester Business School; Wilkes-Barre Business College; Zeth Business School, Altoona, etc.

Elementary School Work

WEST BRANCH, Y. M. C. A. OF PHILADELPHIA
52nd and Sansom Streets, Philadelphia

Subjects: This course is designed to meet the needs of those who work, those who are too old for public school classes, and those who for any reason need special attention. Subjects include arithmetic, English, geography and history, covering grades from five to eight of elementary school work.

M. Tu. Th. and F. evenings, 7 to 9 P.M.
Courses begin in September and January

Tuition: \$22 for the year
\$10 for first term

Elementary School Work

CENTRAL BRANCH, Y. W. C. A. OF PHILADELPHIA
1800 Arch Street, Philadelphia

Special Course in Elementary School Work

WANAMAKER INSTITUTE
Twenty-third and Walnut Streets, Philadelphia

Subjects: A course of training in the rudimentary branches planned for those who are unable to read or write. Good results are obtained in one year's instruction.

M. Tu. and Th. 7:45 to 9:45 P.M.

Tuition: \$15 per year

Engineering Mathematics

YOUNG MEN'S CHRISTIAN ASSOCIATION OF PHILADELPHIA
1421 Arch Street, Philadelphia

Subjects: Preparatory training in algebra, geometry, trigonometry and analytical geometry, and the application of these subjects to the study of engineering.

Entrance requirements: Grammar school education and thorough knowledge of arithmetic
W. 7:45 to 9:45 P.M. *Tuition:* \$12 for a term of 32 weeks
Evening classes only

Pre-Engineering Course

GROVE CITY COLLEGE
Grove City

Subjects: Thorough training in mathematics, physics, chemistry, biology and languages. (For further particulars of this course, application should be made to the Registrar, Grove City College.)

Pre-Engineering Course

YOUNG MEN'S CHRISTIAN ASSOCIATION OF PHILADELPHIA
1421 Arch Street, Philadelphia

SPECIAL PREPARATORY COURSES

Subjects: First year: Algebra, English. Second year: Geometry, plane and solid, elements of trigonometry, elements of chemistry. Third year: Mechanics and heat, engineering drawing.

Three years
Six hours a week

Tuition: \$22 per year

Pre-Legal Course in History and Political Science

PENNSYLVANIA STATE COLLEGE
State College

Subjects: This course includes languages, mathematics, literature and science, together with the law-basic studies of history, political science, political economy and public speaking.

Credit: Leads to the degree of Bachelor of Arts
Four years

Tuition: Free
Incidental fees: About \$50 per year

Law Preparatory Courses (Day or Evening)

TEMPLE UNIVERSITY
Broad and Berks Streets, Philadelphia

Subjects: Day or evening courses outlined to conform to the requirements of the State Board of Law Examiners of Pennsylvania.

Day course: Four years
Evening course: Three years

Tuition fees: Day, \$90
Incidental fees: \$3
Tuition: Evening, \$20 or less, varying with number of hours of work per week

Four-Year Law Preparatory Course

DICKINSON COLLEGE
Carlisle

Medical Preparatory Course

TEMPLE UNIVERSITY
Broad and Berks Streets, Philadelphia

Tuition: \$90 per year

Pre-Medical Course

BUCKNELL UNIVERSITY
Lewisburg

(For details of this course, fees, etc., application should be made to the Dean of the Department of Medicine)

Special Pre-Medical Course

ALLEGHENY COLLEGE
Meadville

Subjects: Biological chemistry and toxicological analysis. (For details of these courses application should be made to the Dean of Women, Allegheny College.)

Two years

Two-Year Pre-Medical Course

JUNIATA COLLEGE
Huntingdon

SPECIAL PREPARATORY COURSES

Subjects: First year: College chemistry, general advanced physics, general biology, German or French, English. Second year: Chemistry, qualitative and quantitative analysis, physics, biology, German or French, mathematics (higher algebra), drawing.

Admission requirements: Fifteen units of secondary school work

Tuition: \$66 per year, plus laboratory fees

Two-Year Pre-Medical Course

COLLEGE DEPARTMENT
University of Pennsylvania, Philadelphia

(Full details of this course may be had upon application to the Dean of the College)

Two-Year Pre-Medical Course

COLLEGE DEPARTMENT
University of Pittsburgh, Pittsburgh

Subjects: First year: Physics, chemistry, French, German, Italian or Spanish, physical education, one elective (not natural science). Second year: Chemistry, biology, French, German, Italian or Spanish, psychology, physical chemistry, one elective (not natural science).

Admission requirements: Graduation from a four-year high school, including a prescribed number of units in algebra, geometry, history, physics or chemistry. Minimum age: 16 years

Tuition: \$150 per year

Two-Year Pre-Medical Course

GROVE CITY COLLEGE
Grove City

Tuition fees: Winter term of 12 weeks, \$29
Summer term of 8 weeks, \$26

Two-Year and Four-Year Pre-Medical Courses

URSINUS COLLEGE
Lewistown

Tuition: \$135 per year

Four-Year Pre-Medical Course

DICKINSON COLLEGE
Carlisle

Four-Year Pre-Medical Course

PENNSYLVANIA STATE COLLEGE
State College

Tuition: Free
Incidental fees: About \$50, plus laboratory fee

MISCELLANEOUS COURSES

Advertising and Salesmanship

YOUNG MEN'S CHRISTIAN ASSOCIATION OF PHILADELPHIA
1421 Arch Street, Philadelphia

Subjects: Instruction in the fundamental principles of the science of advertising; advertising copy; advertising display; advertising media; layouts; practice in the application of the principles discussed, and constructive criticism of material.

Th. evenings, 7:45 to 9:45 P.M.

Tuition: \$22

Course in Curatorship

PENNSYLVANIA SCHOOL OF INDUSTRIAL ART
Broad and Pine Streets, Philadelphia

Subjects: First season: Study of the history of museums; functions of the modern museum, whether art, industrial, scientific, local, historical or special; the dominant idea for a museum, requirements and equipment of the building; installation, classification, labeling, and nature of collections and their treatment; diseases of objects and their remedies; the art of collecting; the library; the administration. Second season: Study of the evolution and variations of decorative forms and designs, including Egyptian, Babylonian, Etruscan, Apulian, Aegean, Greek and Roman designs and forms and their derivatives down to modern times; history of glazes and glass; imitations and restorations, and their detection, etc.

(For details of this course, application should be made to the Secretary, Pennsylvania School of Industrial Art)
Daily except S. 9 A.M. to 4 P.M.

Special Course in Salesmanship

DUFF'S COLLEGE
Penn Avenue and Stanwix Street, Pittsburgh
(Branches at Beaver, Beaver Falls and McKeesport)

Subjects: A practical course of instruction in the qualifications which make a successful salesman; development of personality, individuality and alertness. Included in this course are penmanship, rapid calculation, spelling, commercial law, business correspondence and English.

Evening classes

Tuition: \$15

Book Salesmanship and Library Science

WILLIAM PENN EVENING HIGH SCHOOL
Fifteenth and Wallace Streets, Philadelphia

Subjects: First term: Classification, alphabeting, reference work, book listing, four Dewey classes (philosophy, religion, sociology, philology), literature, essays, biography, fiction juveniles. Second term: Cataloguing, classification schemes for special libraries, book listing (science, useful arts, fine arts, history), magazines, publishing houses, out-of-print books, literature, poetry, drama, fiction, juveniles.

Admission requirements: At least 2 years of high school English or its equivalent

Credit: Certificate
One year

Tuition: Free

MISCELLANEOUS COURSES

Real Estate Practice

YOUNG MEN'S CHRISTIAN ASSOCIATION OF PHILADELPHIA
1421 Arch Street, Philadelphia

Subjects: Problems in real estate, brokerage, the sale of real estate, landlord and tenant, mechanics' liens, builders' contracts, sales and practical methods covering the different phases of realty; various phases of work conducted by and of particular interest to investors, speculators, brokers, agents, owners, tenants, and operative builders.

Th. evenings, 8:45 to 9:45 P.M.

Tuition: \$12

Real Estate and Conveyancing Course

DREXEL INSTITUTE
Thirty-second and Chestnut Streets, Philadelphia

English

PEIRCE SCHOOL OF BUSINESS ADMINISTRATION
Pine Street, west of Broad, Philadelphia

Subjects: Classes in English for Spanish and Latin-American students. Training in English grammar and conversation.

Ten weeks course

(For schedule of fees, hours, etc., application should be made directly to the school)

English

BANKS BUSINESS COLLEGE
919 Walnut Street, Philadelphia

Subjects: A special English course to assist Latin-American students in acquiring a sufficient knowledge of the English language to enter the regular commercial classes.

(For further details of this course, application should be made to the college)

Elementary English and Civics

PITTSBURGH EVENING HIGH SCHOOLS
Pittsburgh

Subjects: A course for new Americans, especially designed to help non-English speaking men and women to learn the English language quickly and well. Practical lessons in community civics are also given in connection with regular class instruction.

Three evenings a week for 20 weeks

Tuition: Free to residents of Pittsburgh

English

WEST BRANCH, Y. M. C. A. OF PHILADELPHIA
52nd and Sansom Streets, Philadelphia

Subjects: Instruction in English for those using other languages, including practical conversation and written composition. Practice in self-expression is encouraged.

Tu. and Th. evenings, 8 to 9:30 P.M.

Tuition: \$6 for a term of 20 weeks

English Course for Foreigners

Y. W. C. A. OF GERMANTOWN
5820 Germantown Avenue, Germantown, Philadelphia

MISCELLANEOUS COURSES

Foreign-English Class in Elementary School Work

HEBREW EDUCATION SOCIETY
Tenth and Carpenter Streets, Philadelphia

Subjects: Instruction in English and elementary school work (grammar and conversation, arithmetic, geography, history, reading, writing, etc.) for foreign residents of Philadelphia.

M. Tu. W. and Th. evenings, 7 to 9 P.M.

Tuition: Free

Course in Foreign Trade

YOUNG MEN'S CHRISTIAN ASSOCIATION OF PHILADELPHIA
1421 Arch Street, Philadelphia

Subjects: An intensive and practical course of instruction in the field of foreign trade, including a discussion of such subjects as economics of world trade; the world's markets; export policies; export houses; direct exporting; the export salesman; shipping, financing; export technique, etc.

Twenty-four weeks

Tuition: \$60

Special Course in Optics

PHILADELPHIA COLLEGE OF HOROLOGY
Broad and Somerset Streets, Philadelphia

Subjects: The anatomy of the eye; refraction as relating to vision; use of the test case, ophthalmoscope, and retinoscope; artificial aids in detecting defective vision; defects of the organ of sight, including hypermetropia, myopia, presbyopia, strabismus, astigmatism, etc. Instruction is given individually.

Credit: Diploma
Admission at any time
Length of course varies with student's ability

Tuition: \$35

Short Story Writing

YOUNG MEN'S CHRISTIAN ASSOCIATION OF PHILADELPHIA
1421 Arch Street, Philadelphia

Subjects: Study of the principles underlying the writer's craft; the angle of narration; the point of attack; devices of suspense; mechanics of emotion; etc. Current fiction and the work of the masters of the short story are analyzed and discussed. Students are drilled in the choosing of plots, gathering of material, and marketing of the manuscript.

Friday evenings, 6:45 to 8:45
October to May

Tuition: \$30

Story Telling

TEMPLE UNIVERSITY
Broad and Berks Streets, Philadelphia

Subjects: Designed to meet the needs of mothers, kindergartners, public school teachers, playground and other specialists in work with children. The lectures embody the following features: How to tell stories; Mother Goose compared with modern rhymes; studies of folk stories, myths, fairy tales, etc.; classification of stories for different ages; Bible stories; stories for a kindergarten program, etc.

Eight months
Monday afternoons, 2:30 to 3:30 P.M.

Tuition: \$5

MISCELLANEOUS COURSES

Speech Reading for the Deaf

WILLIAM PENN EVENING HIGH SCHOOL
Fifteenth and Wallace Streets, Philadelphia

Subjects: Instruction in the use of the eye instead of the ear in understanding speech.

M. and W. evenings
One year

Tuition: Free

KINZIE SCHOOL OF SPEECH READING
Fuller Building, Philadelphia

MINOR SCHOOL OF LIP READING
1712 Chestnut Street, Philadelphia

RECEIVED TO LATE FOR CLASSIFICATION

Bachelor of Science Course (Preparing for Social Work or for the positions of Bacteriologist and Analytical Chemist)

WILSON COLLEGE
Chambersburg

Subjects: (Required) Freshman year: Courses in mathematics (6 hours); English (8 hours); a laboratory science (6 hours); a modern language (6 hours); physiology (2 hours). Sophomore year: English (6 hours); a laboratory science (6 hours); a second science course, and a modern language (unless the full language requirement has been met). Junior year: Psychology (6 hours); economics (6 hours). Senior year: Ethics (2 hours). Throughout the year the study of the Bible (1 hour) is required of every student. The remainder of the 124 hours required to make up the normal college course must be distributed as follows: 30 must be devoted to majors chosen from the courses open to election, and 22 are open electives, usually chosen to give the students general culture.

(For further details of this course, including admission requirements, cost of tuition, etc., application should be made to the Secretary, Wilson College.)

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